HAYWOOD COUNTY SCHOOLS
Human Resource Office
1230 North Main Street
Waynesville, NC 28786

To:_____

Applicant's Name:_____Position Applied For:_____

Directions: The above applicant has applied for a position with the Haywood County Schools. Your candid evaluation of this person as an applicant will be appreciated and your assistance will be treated with strict confidence.

		Low			High		Comments
I. Professional Attributes/Abilities							Comments
1.	Job Knowledge	1	2	3	4	5	
2.	Intelligence/Mental Alertness	1	2	3	4	5	
3.	Organizational Skills/Planning Skills	1	2	3	4	5	
4.	Mission/Goal Orientation	1	2	3	4	5	
5.	Communications Skills/Effective Language Habits	1	2	3	4	5	
6.	Judgment	1	2	3	4	5	
7.	Potential for Development	1	2	3	4	5	
8.	Experience	1	2	3	4	5	
9.	Methodology/Techniques (Application of Knowledge)	1	2	3	4	5	
II. Teaching/Learning Climate							Comments
1.	Student Orientation	1	2	3	4	5	
2.	Environment Conducive to Learning	1	2	3	4	5	
3.	Promotion of Student Success	1	2	3	4	5	
4.	Empathy/Acceptance	1	2	3	4	5	
5.	Lesson Presentation	1	2	3	4	5	
6.	Evaluates/Analyzes	1	2	3	4	5	
III. Character Traits							Comments
1.	Work Ethic	1	2	3	4	5	
2.	Self-Reliance/Confidence	1	2	3	4	5	
3.	Stability/Maturity	1	2	3	4	5	
4.	Leadership	1	2	3	4	5	
5.	Adaptability/Resourcefulness	1	2	3	4	5	
IV. Personal Characteristics							Comments
1.	Flexibility	1	2	3	4	5	
2.	Poise/Appearance/Voice	1	2	3	4	5	
3.	Motivation	1	2	3	4	5	
4.	Vitality/Enthusiasm	1	2	3	4	5	
V. Overall Rating for Position		1	2	3	4	5	

Applicant's Strong Points:_____

_____

Applicant's Weak Points:_____

_____

In what capacity did you know this applicant?_____

Recommendation to (Re)Employ _____Yes _____No

_____
Signature

_____
Name and Position (Please Print)

_____
Date   Phone Number

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8. Experience	1	2	3	4	5	
9. Methodology/Techniques (Application of Knowledge)	1	2	3	4	5	

II. Teaching/Learning Climate   Comments

1. Student Orientation	1	2	3	4	5	
2. Environment Conducive to Learning	1	2	3	4	5	
3. Promotion of Student Success	1	2	3	4	5	
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III. Character Traits   Comments

1. Work Ethic	1	2	3	4	5	
2. Self-Reliance/Confidence	1	2	3	4	5	
3. Stability/Maturity	1	2	3	4	5	
4. Leadership	1	2	3	4	5	
5. Adaptability/Resourcefulness	1	2	3	4	5	

IV. Personal Characteristics   Comments

1. Flexibility	1	2	3	4	5	
2. Poise/Appearance/Voice	1	2	3	4	5	
3. Motivation	1	2	3	4	5	
4. Vitality/Enthusiasm	1	2	3	4	5	

V. Overall Rating for Position   1   2   3   4   5

Applicant's Strong Points:_____

_____

Applicant's Weak Points:_____

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In what capacity did you know this applicant?_____

Recommendation to (Re)Employ ____Yes   ____No

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Signature

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Applicant's Strong Points:_____

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Recommendation to (Re)Employ _____Yes _____No

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Signature

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