**MISFits Worker Rubric**

Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Workers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rubric Grading Scale

4 Exemplary 3 Advanced

 2 Proficient 1 Developing

|  |  |
| --- | --- |
| **Customer Service** - Welcoming & Friendly - Provides Timely Response - Anticipates Needs - Demonstrates Genuine  Interest | **4 3 2 1**Comments: |
| **Effective Communication** -Active Listening - Articulate - Sensitive to Setting | **4 3 2 1**Comments: |
| **Work Ethic**- Demonstrates Initiative - Reliable (Consistent Results) - Focused (Time on Task) - Committed to your needs | **4 3 2 1**Comments: |
| **Teamwork** -Responsive to Supervisor - Responsive to Co-workers - Shares/Receives Feedback - Seeks/Offers Help | **4 3 2 1**Comments: |
| **Problem Solving** - Understands Problem - Knowledgeable about  Solutions - Resourceful - Critical Thinking | **4 3 2 1**Comments: |
| **Follow up Email**  | **Yes No**  |

Additional Comments: