Maryland State Department of Education

Division of Rehabilitation Services

Workforce & Technology Center

Occupational Readiness Record: General Service Technician 1

To The Employer: The occupational readiness record is both an inventory of the training course content and the level of proficiency achieved. The certified actual level of achievement demonstrated is indicated by a check mark.

 LEVEL L: Limited Skill – Does simple parts of task using required tools, but requires instruction or close supervision to do the more difficult or complex parts of job. Identifies parts by name, knows simple facts about the job. LEVEL M: Moderate Skill – Generally can perform tasks competently with limited supervision. Can use most tools and special equipment needed, but may require help on difficult or complex tasks. May not meet all the demands of speed and accuracy on the job. LEVEL S: Skill – Can work independently in the accomplishment of most assigned tasks. Can tell or show others the fundamentals of many tasks. Meets the full demands of speed and accuracy on the job. 	Name:				DORS PID#:			
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Tire Wear Problems	Works Well with Coworkers			
Inflation	Vehicle Documentation			
Alignment Problems	Communication Skills			
	Time Management			
	Goal Oriented			
	Willing to Learn			
	Product Knowledge			
Comments:				
Instructor:	Date:			