

ACTIVITY 9.2 | Performance-Based Criteria

Trait/Characteristic	Performance Behavior
a. Careful and conscientious	e.g., Continuously monitors quality of work, stopping to correct errors immediately <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
b. Neat and well-groomed	e.g., Wears uniform that is clean and pressed everyday <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
c. Cooperative and congenial	e.g., Volunteers to help others when own tasks are completed <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
d. Responsible	e.g., Calls in to advise boss when using sick leave <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
e. Productive	e.g., Suggests improvements that increase productivity <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>