

Employee Name:

Supervisor Name:

Position:

Date:

Competency Self- Assessment: Inspecting Equipment, Structures, or Materials

Instructions: Please rate yourself on how you demonstrate the expected behavior for each of the statements. With your supervisor, compare, discuss, and determine your strengths and your opportunities for improvement. It is recommended that the supervisor and staff provide examples to support ratings.

Rating Scale	Definitions
N/A	Not applicable; I have not had the opportunity to demonstrate this behavior
1	I rarely demonstrate this behavior; I need improvement in this area
2	I usually demonstrate this behavior; I meet expectations in this area
3	I consistently demonstrate this behavior; I exceed expectations in this area

Behaviors	Rating
<i>Do I...</i>	<i>How Frequently Do I Do This...</i>
A. Maintain a constant level of focus when inspecting a wide variety of equipment, structures, and materials?	
B. Test and diagnose a wide variety of equipment, structures or materials to ensure proper working order, stability, and/or integrity?	
C. Consistently report equipment, structure or material error or failures to the correct person, providing accurate and comprehensive details?	
D. Suggest correct and innovative solutions?	
E. Follow all safety rules?	
F. Keep accurate logs and records, correctly file updates, and take the time to proof your work?	
G. Proactively seek out and engage in training and continuing education to learn new, advanced, and emerging inspection techniques?	
H. Follow your supervisor's instructions and internal rules and guidelines?	
I. Write clear and understandable documentation for inspecting equipment, structures or material?	
J. Provide quick and accurate consultation and advice to others on inspection of equipment, structures, or materials?	
Rating Scale Average	

For additional information and resources related to competencies, please refer to the [Competencies](#) tab on the Performance Management & Development page.