271		a de	forditam
YARLA:	City o	E COMMISSION of New York MPLOYEE'S SERVICE Of to May 15, 1940	te meages at
INSERT TWO	,	CATE ENTRY. PLEASE TYPE	WRITE \$
Department			
	Bureau, Division,		Reporting Of
	Bureau, Division, RE REPORTING READ INSTRU		Reporting Off
BEFOR		JCTIONS ON REVERSE SIDE	Reporting Of

..... DID NOT COOPERATE HAS INITIATIVE CARELESS APPEARANCE LEARNED NEW WORK QUICKLY SLOW IN WORK REACTED WELL TO CRITICISM AND DIRECTION PLANNED OR EXECUTED WORK INEFFICIENTLY FOLLOWED INSTRUCTIONS CAREFULLY WORK CARELESS OBTAINED COOPERATION FAILED TO OBTAIN COOPERATION RESOURCEFUL OFTEN LATE OR ABSENT Absent.....days Late.....times.....minutes Worked less than half this rating period PART II: Experience: (To be rated in accordance with prepared key 6 Personal qualifications: 1. Speech: Accent Clearness and conciseness Grammar

CONCLUSIONS

	FAVORABLE	Α	В	С	UNFAVORABLE	4	В	С
1.	Acted heroically in emergency				8. Failed in emergency			
2.	Performed act displaying unusual alert- ness or initiative				Lack of alertness or attention to duty resulted in impaired service			
3.	Performed substantial amount of work of higher or added responsibility without added compensation		Maite	i de Ja	10. Neglected duty			
	Offered constructive criticism or proposal resulting in improvement in organization or increased economy or efficiency of service				11. Acted carelessly or with poor judgment 12. Acted insubordinately			
	Displayed unusual dependability in fre- quently helping to solve problems or handle emergencies				13. Lateness impaired usefulness 14. Absence impaired usefulness			
6.	Performed work of unusual quality		11111	1113	15. Violated departmental rules			
	Performed unusual quantity of work. (If overtime was necessary, state number of			tare ii	16. Performed inadequate quantity of work	e	111.6	1 1
	hours hereand reasons on reverse.)				17. Performed work of poor quality			

advado ao laborio	Yes or No		
If not, please give full o	letails, including dates		MoTes bates
A second of the sale made			
Taht 1940 Municipal Civil Service Commission	Signature of Reporting Officer	Title	Location

Municipal Civil Service Commission New York City

INSPECTOR OF PIPES AND CASTINGS, GRADE 3 Training, experience and personal qualifications

Weight 5, 70% required Candidate's No.

4

Date: See advertisement for statement of duties and minimum experience requirements. Experience will be rated at this oral interview and will be based upon the extent that such experience has qualified the candidate for this position and to the extent that such experience has developed the essential factors of good judgment necessary for the performance of the duties as advertised, and upon the written experience form filed by the candidate. At the same time the personal qualifications of the candidate will be rated.)

Ratings will be in accord with the following scale:

Exceptional 100-90.0 Very Good 89.9-80.0 Good 79.9-70.0 Poor (Failure) 65.0-0

(1) Statements on candidate's experience

(2) Problems related to duties of the position, designed to show candidate's good judgment necessary for the performance of the duties of the position.

Education:		7	or one j	position.	
Graduation from public school, or equivalent	70	Rating	Weight	Product	
equivalent gent day high school; or	70				-
An engineering dome	80		2		1
versity of the State of New York; or equivalent					-
(except when taken in lieu of experience)	95				,
Experience: (To be rated in account					
Experience: (To be rated in accordance with prepared	key)		6		
Personal qualifications:	/				
1. Speech: Accent			Marin		
Clearness and conciseness Grammar					
			A STATE OF THE STA		

Speech defects	nice of			
. Manner: Courtesy Self-confidence		1/3		
m- ot				-
Quickness of comprehension				1
3. Judgment questions:		1/5		-
(a)		1/5	32	-
(b)				1
(b)		1/5		-1
(c)		1/5		-
(d)		1		1
		1/5	-	-
(e) Appearance: Neatness				
ADDCCI CIT		1/3		
Posture Evident physical abnormalities				
Note: Method of measuring: 1. By conversation throughout interview				
2&4.By observation 3. By candidate's method of handling practical problems concerning the duties of the position.		IATOT	,	
problems concerning one				
REMARKS:		*		