

1. **ANALYTICAL SKILLS:** (To be completed by the Rating Supervisor)

Please indicate the competitor's demonstrated potential on this factor. **COMMENTS SUBSTANTIATING THE RATING ARE MANDATORY.**

EXCELLENT

WELL-QUALIFIED

SATISFACTORY

NOT READY

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Comments:

**2. TECHNICAL SKILLS: (To be completed by the Rating Supervisor)**

Please indicate the competitor's demonstrated potential on this factor. **COMMENTS SUBSTANTIATING THE RATING ARE MANDATORY.**

 EXCELLENT WELL-QUALIFIED SATISFACTORY NOT READY

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**Comments:**

3. **TIME/WORKLOAD MANAGEMENT SKILLS:** (To be completed by the Rating Supervisor)

Please indicate the competitor's demonstrated potential on this factor. **COMMENTS SUBSTANTIATING THE RATING ARE MANDATORY.**

EXCELLENT

WELL-QUALIFIED

SATISFACTORY

NOT READY

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Comments:

**4. INTERPERSONAL/COMMUNICATION SKILLS: (To be completed by the Rating Supervisor)**

Please indicate the competitor's demonstrated potential on this factor. **COMMENTS SUBSTANTIATING THE RATING ARE MANDATORY.**

EXCELLENT       WELL-QUALIFIED       SATISFACTORY       NOT READY

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**Comments:**

5. **INITIATIVE/LEADERSHIP SKILLS:** (To be completed by the Rating Supervisor)

Please indicate the competitor's demonstrated potential on this factor. **COMMENTS SUBSTANTIATING THE RATING ARE MANDATORY.**

EXCELLENT       WELL-QUALIFIED       SATISFACTORY       NOT READY

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Comments:

**I. To Be Completed by the Rating Supervisor**

**READ THE FOLLOWING INFORMATION BEFORE RATING THE COMPETITOR:**

It is imperative that your rating be consistent with the criteria outlined below. The rating must be a reflection of the competitor's readiness to assume the responsibilities of the promotional class. Your evaluation should consider the competitor's demonstrated proficiency in the critical class requirements for the promotional class.

- Excellent                      Ready to assume all the major duties with little or no immediate further training and development. Would hire/recommend the competitor for a Disability Evaluation Analyst III position without any reservations.
- Well-Qualified                      Ready to assume most of the major duties with only a short period of further training and development in order to become fully effective.
- Satisfactory                      Ready to assume the most essential duties but needs a reasonable period of further training and development in order to become fully effective.
- Not Ready                      Not ready to assume the duties of a Disability Evaluation Analyst III.

\_\_\_\_\_  
Name of Rater (Please print clearly)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of the Rater

\_\_\_\_\_  
Class Title

\_\_\_\_\_  
Date

Have you supervised this employee long enough to make an accurate appraisal?     Yes     No

**\*\*SUPERVISOR'S COMMENTS ARE MANDATORY TO SUBSTANTIATE THE OVERALL RATING**

**Comments:**