

PERKINS CONSTRUCTION COMPANY

EMPLOYEE SKILL EVALUATION

Name _____ Date _____

The purpose of this form is to determine the level of your experience in the various skills used in our particular business. This form is used for all potential candidates for employment and for existing employees during their annual performance review. We want to have you work in those areas you enjoy. However, we also know it is to yours and our advantage to have you cross trained in other skills so when the occasion arises, we can continue to serve our clients to the best of our company's ability. For this reason, please mark an "X" to the left of those trades in which you would like to become more proficient. This will allow us to include you in our in-house continuing education program. Keep in mind, when filling out this form, we are more interested in "capabilities" than speed. For new employment candidates, this form becomes a part of your employment application.

Please numerically rate your ability in the following areas using the following description:

- 0 No experience or training
- 1 Limited experience and/or training
- 2 Some training and/or moderate experience
- 3 Professional training and/or experience and have professional proficiency

OFFICE

- _____ Use of computer
- _____ Design of kitchens, baths, additions, or other remodeling
- _____ Drafting
- _____ CAD
- _____ Blueprint reading
- _____ Engineering: structural, mechanical, civil, electrical

LAYOUT

- _____ Use of water level
- _____ Use of transit
- _____ Use of laser
- _____ Wall, footing and foundation
- _____ Grade and elevation

MANAGEMENT SKILLS

- _____ Supervisor experience
- _____ Lead Carpenter experience
- _____ Scheduling experience
- _____ Project management experience
- _____ Managing, scheduling, and supervising subs
- _____ Financial aspects of projects – Change Orders and obtaining payments from Clients
- _____ Estimating
- _____ Purchasing
- _____ Selling jobs
- _____ Management of rental properties

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_____ Computerized estimating programs

SITE WORK

_____ Equipment operation (backhoe, dozer, etc.)
_____ Skytrack operation
_____ Landscaping
_____ Paving
_____ Fencing: chain link, wood, vinyl, concrete (underline types)

DEMOLITION

_____ Demolition of structural bearing components
_____ Demolition of flat concrete
_____ Demolition of concrete block
_____ Demolition of wood framing
_____ Demolition of plaster or drywall
_____ Selective demolition

MASONRY/CONCRETE

_____ Footings
_____ Foundation walls
_____ Flat work
_____ Monolithic pours
_____ Block laying
_____ Brick laying
_____ Textured, patterned or stamped concrete flat work
_____ Concrete staining
_____ Power trowels
_____ Stucco
_____ Glass Block
_____ Stone
_____ Pavers (brick or concrete)

CARPENTRY – ROUGH

_____ Wall framing
_____ Conventional framing: shed, gable, dormer
_____ Conventional framing: complex hip
_____ Floor framing: TJI joists, truss joists, LVL beams
_____ Simple stair framing: conventional straight runs
_____ Complex stair framing: landing(s), curved, narrowing or expanding

CARPENTRY – FINISH

_____ Casing and baseboard
_____ Crown molding including multi member crown
_____ Closet shelving - both wire and laminated types
_____ Wood railings - interior
_____ Deck construction
_____ Custom architectural woodwork

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COUNTERTOPS

- _____ Laminated
- _____ Corian, quartz, concrete, or granite (underline type)
- _____ Working with laminate

CABINETS

- _____ Cabinetry installation - both manufactured and custom
- _____ Cabinet making experience
- _____ Cabinet refacing
- _____ Cabinet reworking

SIDING

- _____ Aluminum
- _____ Vinyl
- _____ Cedar
- _____ Hard board
- _____ T-111
- _____ Vinyl or aluminum fascia/soffit
- _____ Coil wrap aluminum and bending with a brake
- _____ Gutters and downspouts
- _____ Insulation

ROOFING

- _____ Repairs only: underline types – asphalt/fiberglass/barrel tile/concrete tile/metal/rubber roof
- _____ Complete roofing: list types of the above _____
- _____ Roof ventilation – under line types: gable end vent, turbo vent, ridge vent, soffit vent
- _____ Skylights

WINDOWS & DOORS

- _____ Wood installation – new
- _____ Same as above - replacement
- _____ Aluminum installation in masonry construction – new
- _____ Same as above – replacement
- _____ Sash replacement
- _____ Overhead doors and operators
- _____ Hollow metal door and frames
- _____ Pre-hung doors
- _____ Jamb replacement of rabbeted jambs
- _____ Hanging of new door and jambs (from scratch)
- _____ Door hardware – cylindrical, full mortise

DRYWALL

- _____ Hanging and finishing
- _____ Texturing – underline type: skip trowel, popcorn, knock down, pebble effect
- _____ Repairs of drywall including finishing
- _____ Metal stud framing

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PAINING & WALLPAPER

- _____ Wallpaper installation
- _____ Wallpaper removal
- _____ Interior and exterior painting
- _____ Conventional spraying
- _____ HVLP spraying
- _____ Acoustic or texture spraying
- _____ Spray painting of cabinetry
- _____ Use with lacquer coatings
- _____ Proficiency at cutting-in
- _____ EIFS/ exterior finish
- _____ Caulking

TILE

- _____ Ceramic, mosaic, (walls, floors, ceiling, countertops)
- _____ Marble, stone
- _____ Vinyl
- _____ Acoustic ceiling

FLOORING

- _____ Vinyl sheet goods
- _____ Hardwood and parquet
- _____ Carpeting

MISCELLANEOUS

- _____ Screen room construction
- _____ Tub/shower doors installation
- _____ Prefabricated fireplace installation
- _____ Appliance installation

PLUMBING

- _____ Basic: remove and replace toilets, faucets, disposals, etc.
- _____ Advanced: replacement of tubs, showers, shower pan liners, water heaters
- _____ Copper plumbing
- _____ Galvanized plumbing
- _____ PVC plumbing
- _____ Compression
- _____ Underground sprinkler systems: distribution boxes, pumps, valves, heads
- _____ Tub/shower enclosures such as fiberglass units - one and multi-piece

HVAC

- _____ Ductwork
- _____ Replacement of thermostats and humidistats

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ELECTRICAL AND LIGHTING

- _____ Service panels and main entry lines
- _____ Switches, receptacles
- _____ 220v of the above
- _____ Can and track lighting
- _____ Halogen/LED lighting
- _____ Water heater timers/lighting timers
- _____ Telephone wiring
- _____ Audio/video wiring
- _____ Low voltage wiring
- _____ TV cable wiring
- _____ Ceiling fans
- _____ Door bells
- _____ Alarm systems

Please list here any other skills that you feel may be of use such as appliances repair, mechanical, etc.: