

Department of Science and Technology
FIELD OPERATIONS SERVICES

COMPETENCE EVALUATION FORM

Name:	Position:																								
Topic/Technology:																									
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 80%;">CRITERIA</th> <th style="text-align: right; width: 20%;">GRADE</th> </tr> </thead> <tbody> <tr> <td colspan="2">1.0 Technical Ability- 50%</td> </tr> <tr> <td>1.1 Knowledge of the Topic/Technology</td> <td style="text-align: right;">20%</td> </tr> <tr> <td>1.2 Knowledge of Fundamentals</td> <td style="text-align: right;">10%</td> </tr> <tr> <td>1.3 Comprehensiveness of the Topic</td> <td style="text-align: right;">10%</td> </tr> <tr> <td>1.4 Structure and Organization</td> <td style="text-align: right;">10 %</td> </tr> <tr> <td colspan="2">2.0 Presentation/Delivery Skills - 50%</td> </tr> <tr> <td>2.1 Style</td> <td style="text-align: right;">15%</td> </tr> <tr> <td>2.2 Visual Aids</td> <td style="text-align: right;">15%</td> </tr> <tr> <td>2.3 Body Language</td> <td style="text-align: right;">10%</td> </tr> <tr> <td>2.4 Skill (Timeliness)</td> <td style="text-align: right;">10%</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> </tr> </tbody> </table>		CRITERIA	GRADE	1.0 Technical Ability- 50%		1.1 Knowledge of the Topic/Technology	20%	1.2 Knowledge of Fundamentals	10%	1.3 Comprehensiveness of the Topic	10%	1.4 Structure and Organization	10 %	2.0 Presentation/Delivery Skills - 50%		2.1 Style	15%	2.2 Visual Aids	15%	2.3 Body Language	10%	2.4 Skill (Timeliness)	10%	TOTAL	
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