

Job Shadow Observation Report

Name: _____ Date: _____ Period: _____

The purpose of job shadowing is to be in the work environment and to observe workers performing their daily jobs. One should take advantage of this opportunity to experience what it is really like to be on the job of your choice.

Employee You Observed: _____ Title: _____

Job Site: _____ Date of Shadowing: _____

Signature of Employee: _____

Directions:

After visiting the job site, make your observations, and comment on the following items:

Description of Work Environment

Lighting
Noise Level
Temperature
Smell
Hazards
Work Area
Ventilation
Security
Equipment
Safety Measures

Description of Job Duties

Work Pace
Math Skills
Technical Skills
Communication Skills
Teamwork

How is this job important to the company?

How is employee performance evaluated?

Would you still be interested in this job? Why/Why not?