### EMPLOYER ASSESSMENT REPORT

#### Attitude to the Job
- Enthusiastic
- Interest
- Appears indifferent

#### Appearance and dress for job requirements
- Punctuality
- Well-groomed and neatly dressed

#### Ability to work with others
- Ability to communicate
- Shows flexibility
- Shows initiative

#### Ability to work independently
- Ability to follow instructions
- Shows good understanding

#### Adjustment to the work environment
- Attention to safety
- Sets up and production working order

#### INDUSTRY/ENTERPRISE REQUIREMENTS

<table>
<thead>
<tr>
<th>Industry Knowledge</th>
<th>Students Not Applicable</th>
<th>Developing</th>
<th>Satisfactory</th>
<th>Highly Developed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follow enterprise WHS procedures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### EMPLOYABILITY SKILLS SUMMARY

- **EMPLOYABILITY SKILL**
  - Interpreting production documentation, e.g. lighting and staging instructions
  - Explaining production requirements to other personnel
  - Claritying production requirements with supervisor
  - Pass on key safety information to colleagues.

- **INDUSTRY ENTERPRISE REQUIREMENTS FOR Certificate III IN Entertainment CUE30203 include:**
  - Developing: Interpreting production documentation, e.g. lighting and staging instructions
  - Satisfactory: Explaining production requirements to other personnel
  - Highly Developed: Claritying production requirements with supervisor, passing on key safety information to colleagues.

- **Communication:**
  - **Teamwork:**
    - Managing relationships with colleagues and supervisors during set-up and production
    - Completing assignment tasks as part of a team
    - Checking safety procedures with other team members.

- **Problem Solving:**
  - Basic troubleshooting and maintenance of lighting equipment
  - Adjusting positions of lighting equipment according to the equipment's location
  - Responding to equipment malfunction during performance
  - Identifying safety issues and reporting them to the appropriate person.

- **Initiative and Enterprise:**
  - Identifying problems with equipment staging elements quickly and taking appropriate action.

- **Planning and Organising:**
  - Collecting information needed to record a series of lighting cues
  - Playing lighting cues in correct sequence
  - Testing equipment in advance to ensure working order
  - Positioning and placing equipment/set pieces ready for installation
  - Working with cue documentation and calculating timings
  - Organising work tasks to ensure safety.

- **Self-Management:**
  - Developing personal time management skills
  - Following workplace procedures, particularly in relation to OHS, e.g. ensuring electrical safety
  - Acting within the scope of job role
  - Maintaining personal safety standards.

- **Learning:**
  - Identifying own learning needs in consultation with appropriate personnel
  - Keeping up-to-date with industry developments.

- **Technology:**
  - Testing and operating digital lighting consoles.

### ENTERTAINMENT INDUSTRY AUDIT

<table>
<thead>
<tr>
<th>Knowledge/Skills</th>
<th>Not Applicable</th>
<th>Developing</th>
<th>Satisfactory</th>
<th>Highly Developed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industry Knowledge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Optional additional comments regarding the student's work placement performance:

Thank you for your assistance in helping our students to achieve industry standards.

Please complete the Employer Survey/Questionnaire to indicate your level of satisfaction with the training this student has received during the VET in Schools course.
Student Name: ________________________________

Workplace Employer: ________________________________

Workplace Address: ________________________________

Supervisor: ________________________________

Telephone: ________________________________ Fax: ________________________________

Email: ________________________________

Dates of work placement: __/__/20__ to __/__/20__

To be completed on the first day during workplace induction:

I understand that during this vocational placement I may have access to information which is private and confidential. I agree that I will not convey to any person outside the host employer’s workplace any knowledge or information of a confidential nature which is gained in the course of this vocational placement.

I will at all times show loyalty towards the host employer.

I understand the seriousness of any breach of this Confidentiality Agreement.

I have checked with the employer regarding permission to take of photographs of my work and the equipment I am using so I can use them in my secure online work placement journal to enhance my learning.

Student signature: ________________________________ Date: __/__/20__

Employer signature: ________________________________ Date: __/__/20__

School Emergency Contact: 02 43929399 or 0408272450