

McGARVIN-MOBERLY CONSTRUCTION CO.

The skills matrix indicates employee level of proficiency in a particular area. Rate you employee from the table below.

5- Expert:

Indicates that I have mastered all of the basics and most of the advanced features in this area. I currently consult with multiple project teams, education, training, and managing others. Expect that I will create new and efficient areas of cross functional business development, that I will facilitate this skill as a corporate asset, and that I will continue to facilitate both my own experience with this skill as well as the experience of others, regardless of their skill level.

4-Skilled:

Indicates that I currently use this skill on a daily basis, and that I have mastered the basics and some of the more advance features. Expect that I will succeed as a team leader in this area, that I will investigate efficient ways to utilize this skill as both an individual and in a team environment, and that I will continue to advance my knowledge in this area further.

3-Familiar:

Indicates that I currently use this skill with a consistent and successful level of proficiency. Expect that I will use this skill to succeed both as an individual and as part of a team and that, as I do so, my proficiency with this skill will advance further.

2-Novice:

Indicates that I am skilled in the area. I currently use this skill and have mastered the basics and some of the more advanced features.

1-Cursory:

Indicates that I have a superficial level of knowledge, contact, or understanding of the skill. While I have had some professional experience, I do not use it in my daily work life. A significant amount of education and training is required for me to perform proficiently with this skill.

Retired:

Indicates that I no longer use this skill. The number in this column represents the level at which I preformed with this kill when I last used it.

EMPLOYEE NAME: _____

Skill	1 – Cursory	2 - Novice	3 - Familiar	4 - Skilled	5 - Expert	Retired
PROJECT MANAGER						
LAYDOWN FOREMAN						
HOTPLANT OPERATOR						
LOADER OPERATOR						
PAVER OPERATOR						
ROLLER OPERATOR						
BROOM OPERATOR						
BLADE OPERATOR						
LABOR						
CRUSHER FOREMAN						
CRUSHER OPERATOR						
CRUSHER GRAVEL TESTER						
DOZER OPERATOR						
SKIDSTEER OPERATOR						
WATER TRUCK DRIVER						
TRUCK DRIVER						
OILER						
MECHANIC						
SCREED OPERATOR						
WELDER						
IRON FABRICATOR						