



# WELDING TECHNOLOGY COMPETENCY PROFILE NORTH DAKOTA

Student Name: \_\_\_\_\_

Date Entered Program: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Telephone: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

**IN CASE OF EMERGENCY, CONTACT**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Family Doctor: \_\_\_\_\_

Telephone: \_\_\_\_\_

Allergies/Handicaps (Please specify): \_\_\_\_\_  
 \_\_\_\_\_

Secondary Instructor: \_\_\_\_\_

Instructional Program: \_\_\_\_\_  
 \_\_\_\_\_

School: \_\_\_\_\_ Telephone: \_\_\_\_\_

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Postsecondary Instructor: \_\_\_\_\_

Instructional Program: \_\_\_\_\_  
 \_\_\_\_\_

School: \_\_\_\_\_ Telephone: \_\_\_\_\_

	Secondary	Postsecondary
Date of Enrollment:	_____	_____
Date of Withdrawal:	_____	_____
Date of Completion:	_____	_____
Total Hours Absent:	_____	_____
Total Instructional Time:	_____	_____
Total On-The-Job Training Hours:	_____	_____

I authorize the release of the information identified on this folder to other educational institutions or prospective employers.

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent, Guardian or Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

The profile ratings represent the knowledge, skills and attitudes that this student has demonstrated at a given time under given conditions. It does not necessarily represent certification of future abilities.

The Welding Technology curriculum project, of which this profile is part, was supported by funds from the Statewide Vocational Curriculum Project, a joint venture of the North Dakota State Board for Vocational and Technical Education and the Business and Vocational Education Department of the University of North Dakota. 0498

## On-The-Job Training/Work Experience

Duration of Employment	Job Title	Job Description	Name/Address of Employer	Supervisor's Name	Telephone

## Employability Competencies

<b>Personal Characteristics</b> <b>Directions:</b> Rate the student by checking the appropriate number on each scale. The ratings should be based on your <b>observation of the student</b> rather than grades given in class.	<b>Job Seeking Skills</b> <b>Directions:</b> Evaluate the student by checking the appropriate number to indicate the degree of competency. The rating for each task should reflect <b>employability readiness</b> rather than the grades given in class.
<p><b>Rating Scale: 3</b>    Above Average</p> <p>                          <b>2</b>    Average</p> <p>                          <b>1</b>    Below Average</p>	<p><b>Rating Scale: 4</b>    Skilled</p> <p>                              <b>3</b>    Moderately Skilled</p> <p>                              <b>2</b>    Limited Skill</p> <p>                              <b>1</b>    Exposure Only</p>

<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td style="width: 20px; text-align: center;">3</td><td style="width: 20px; text-align: center;">2</td><td style="width: 20px; text-align: center;">1</td></tr> </table> <b>Personal Characteristics</b>	3	2	1	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td style="width: 20px; text-align: center;">4</td><td style="width: 20px; text-align: center;">3</td><td style="width: 20px; text-align: center;">2</td><td style="width: 20px; text-align: center;">1</td></tr> </table> <b>Job Seeking Skills</b>	4	3	2	1																																																																	
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<table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> </table> <p><b>1. Relations with others</b> (effectiveness in working with students, instructors, and others; cooperation; shows respect)</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> </table> <p><b>2. Dependability</b> (attendance, punctuality; adherence to schedules and deadlines; consistency and results; perseverance)</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> </table> <p><b>3. Work attitudes</b> (willingness to learn; willingness to accept and profit from evaluation; enthusiasm; initiative; commitment; pride in work)</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> </table> <p><b>4. Communication</b> (listening, speaking and nonverbal skills; effectiveness in communicating with students, teachers and others)</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> </table> <p><b>5. Personal hygiene/grooming</b> (personal health care and cleanliness; dresses and maintains self appropriately)</p> <p><b>Other (specify):</b></p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>																									<table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>1. Apply information about self and job opportunities in career decision making</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>2. Write a resume</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>3. Prepare a job application form</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>4. Write letters of application and acceptance</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>5. Arrange for personal references</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>6. Apply job search techniques</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>7. Arrange a job interview</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>8. Apply job interview techniques</p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>9. Evaluate job offers (actual or simulated)</p> <p><b>Other (specify):</b></p> <table border="1" style="display: inline-table; border-collapse: collapse; width: 30px;"> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table>																																																





4	3	2	1

**K. Metallurgy**

1. Maintain a safe work environment
2. Practice shop safety procedures
3. Apply principles of metallurgy to anneal
4. Apply principles of metallurgy to harden
5. Apply principles of metallurgy to temper
6. Test metal to identify characteristics
7. Test metal to identify welding requirements
8. Recondition a drill bit

Other (specify):


\_\_\_\_\_

\_\_\_\_\_

4	3	2	1

**L. Air Carbon Arc Cutting (CAC-A)**

1. Maintain a safe work environment
2. Practice shop safety procedures
3. Set up air carbon arc cutting equipment
4. Gouge on selected metal

Other (specify):


\_\_\_\_\_

\_\_\_\_\_

**Related Courses Completed**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
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11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

**Other Activities - Clubs, Organizations, etc.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
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**Comments/Notes:**