Suggested soft skills task that can be added to training plans

Attendance:

* Student comes to work when scheduled and arrives on time.

Personal Appearance:

* Student arrives at work appropriately dressed and groomed.

Attitude, teamwork and value/workmanship:

* Student has a good attitude, works well with others and is a value to the workplace.

Problem Solving:

* Handles problems calmly and competently

Accuracy of Work:

* Makes few errors; is careful and thorough

Initiative:

* Is self-motivated needing little direction

Work Habits:

* Works efficiently and is a productive worker

Adaptability:

* Learns readily and is adept at meeting changing conditions

Customer Service:

* Students greet customers when entering and offer to assist in helping them to locate desired merchandise.

Communication:

* Student limits personal interactions with friends/family during working hours either in person or through phone usage.