



STARKEY INTERNATIONAL INSTITUTE

Technical Skills Self-Assessment

STUDENT NAME

The following is a Technical Skills Self-Assessment Matrix. This Matrix will be discussed in various formats during the course of the four and eight week programs.

Taking the service standards listed on the left side, please evaluate yourself on a scale of one to ten (one being low ability and ten being high ability). This form is a self-assessment tool to determine where you see your present skills now, and then you will re-assess the same skills at the end of the program.

SERVICE STANDARDS	RATE YOUR SKILLS
Management Skills	
Administrative Skills	
Organization Skills	
Computer Proficiency	
Housekeeping Knowledge	
Cooking / Culinary Skills	
Clothing / Personal Care Skills	
Entertaining Skills	
Event Coordination Skills	
Property / Grounds Skills	
Household Maintenance Skills	
Household / Property Security Skills	
Child / Elder / Pet Care Skills	
Travel / Concierge Skills	
Vendor Management Skills	
Construction Contract Mgt Skills	
TOTAL POINTS	

Please return this form with your completed admissions application.