

## Forklift Screen

**Name:** Sample Person  
**Telephone:** 416-746-0444  
**Email:**

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**#ABABABAB for Sample Person on 2010/05/19**

**OVERALL RECOMMENDATION**



PROCEED WITH EXTREME CAUTION

PROCEED WITH CAUTION

**PROCEED**

**SNAPSHOT OF POTENTIAL**

Machine Type	License	Experience	Rating
Hand Jack/Pallet Jack	Yes	None	
Walkie/Pallet Rider	Yes	1 to 3 years	
Counterbalance	Yes	Less than one year	
Dock Stocker	No	None	
Reach	Yes	3 to 5 years	
Deep/Double Deep Reach	No	5 to 10 years	
Clamp/Roll	No	None	
Man-Up/Cherry Picker	No	None	

SUCCESS FACTORS	Low Scores	Average	High Scores
<b>Self Manager</b>	Responds 	Balanced 	High Initiative 
<b>Sense of Urgency</b>	Low 	Balanced 	High 
<b>Approach to Structure</b>	Dependent 	Adaptable 	Prefers Own Rules 
<b>Confidence</b>	Low 	Satisfactory 	High 
<b>Work Attitude</b>	Questionable 	Satisfactory 	Positive 
<b>Job Stability</b>	Frequent Changes 	Relatively Stable 	Stable 
<b>Work Experience</b>	Little 	Some 	Extensive 

CANDIDATE SCORES	Poor	Below Average	Average	Above Average	Excellent
<b>Talent</b>					
<b>Effort</b>					
<b>Opportunity</b>					
<b>Overall Rating</b>					

**BACKGROUND/CURRENT STATUS**

<b>EDUCATIONAL STATUS</b>	
<b>1. What is your level of education?</b>	University/College Graduate
<b>2. If you attended University, College or Trade School, please indicate which one:</b>	
<b>Location of University, College or Trade School:</b>	
<b>Your course of study:</b>	
<b>3. Select the one that reflects your situation</b>	Employed Full-Time
<b>4. If unemployed, how many months have you been unemployed?</b>	Less than a month
<b>5. If employed, how long have you been at your current job?</b>	Less than a month
<b>6. If employed, what is your current job title?</b>	
<b>7. How many jobs have you held in the last month?</b>	None
<b>8. What are your personal hourly earnings?</b>	Less than \$10
<b>9. What is the major reason you are looking for a job?</b>	Looking for a career
<b>10. Have you ever worked for us before?</b>	No
<b>11. Please rate your ability to work in a warehouse and/or plant environment.</b>	Excellent
<b>12. How much weight can you lift comfortably?</b>	More than 20 kg.
<b>13. How much experience do you have driving a forklift?</b>	None
<b>14. Do you have your forklift license?</b>	No
<b>15. Please rate your expected proficiency working in an office.</b>	Excellent
<b>16. How long would it take you to get to work at...?</b>	Less than an hour
<b>17. Where did you receive your licence?</b>	
<b>18. How long ago did you receive it?</b>	1
<b>19. Is it valid?</b>	Yes
<b>20a. Experience using a Hand Jack/Pallet Jack:</b>	1 to 3 years
<b>20b. Licensed to use a Hand Jack/Pallet Jack:</b>	Yes
<b>21a. Experience using a Walkie/Pallet Rider:</b>	Less than one year
<b>21b. Licensed to use a Walkie/Pallet Rider:</b>	Yes
<b>22a. Experience using a Counterbalance:</b>	None
<b>22b. Licensed to use a Counterbalance:</b>	No
<b>23a. Experience using a Dock Stacker:</b>	3 to 5 years
<b>23b. Licensed to use a Dock Stacker:</b>	Yes
<b>24a. Experience using a Reach:</b>	5 to 10 years
<b>24b. Licensed to use a Reach:</b>	No
<b>25a. Experience using a Deep/Double Deep Reach:</b>	None
<b>25b. Licensed to use a Deep/Double Deep Reach:</b>	No
<b>26a. Experience using a Clamp/Roll:</b>	None
<b>26b. Licensed to use a Clamp/Roll:</b>	No
<b>27a. Experience using a Man-Up/Cherry Picker/537:</b>	None
<b>27b. Licensed to use a Man-Up/Cherry Picker/537:</b>	No

**SELECTION QUESTIONS****Initiative/Self Starter**

- Ask her to describe a situation where there was nothing to do. What did she do?
- Ask her to describe the work environment that she found to be best for her.
- What were the advantages of each situation? Which situation suited her best?

**Motivation/Sense of Urgency**

- In her current work situation, what are some of the demanding things that she does?
- In her current work situation, what are some of the demanding things that she does?
- Ask her for an example of a situation where she made a commitment to a difficult challenge and completed the challenge?

**Approach to Rules/Structure**

- What does she like best about working in a team environment?
- Has she ever tried to lead a team?
- Ask her for examples of situations in which she has had to work as part of a team. How did these situations work out? Were they successful and satisfying?