



Positive Work Ethic Assessment Answer Key

Name: _____

Date: _____

1. Define Collaboration.

Working together for a common cause or goal.

2. There is no harm in telling the boss a job is finished if it makes him happy, when the job won't be completed for another four or more hours.

A. True

B. False

3. Even when you are away from work, you still represent your company.

A. True

B. False

4. Appropriate and desirable behavior is the same for every group in every environment.

A. True

B. False

5. Name the three parties that benefit from positive work ethic.

Employees, the Company, and the Customer.

6. Define ethics.

A collection of values and behaviors which people feel are moral.



7. Does the following reflect a positive work ethic? You are at a social gathering and several of your friends are criticizing your boss. You do not join in the conversation even though you are not fond of him either.
 - A. Yes
 - B. No
8. Appropriate and desirable behavior is the same with friends and family as it is at work.
 - A. True
 - B. False
9. A customer wearing faded jeans and a t-shirt walks into your store. A few seconds later, a man wearing a business suit walks in. You should:
 - A. *Wait on the customer that came in first and get someone else to wait on the second customer.*
 - B. Serve the well-dressed customer first, since that person might make a larger purchase than the person wearing the jeans.
 - C. Ask them both how you can help them and wait on the person who is going to make the greatest purchase and have someone else wait on the other person.
10. When you are in a work group and you don't agree with one of the group members you should:
 - A. Just keep your thoughts to yourself to keep from making waves if it appears that everyone else agrees with that person.
 - B. Wait until after the meeting and try to get the other team members to see it your way.
 - C. *Inform the group that you disagree, and that you would like to discuss the issue.*