

**Davis School District  
School-To-Careers  
Work-Based Learning**

**STUDENT INTERNSHIP SKILLS LIST  
Orthodontics**

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

**Transferable Job Skills:** *A number of workplace skills are necessary in all career fields. These skills (listed below) should be observed and practiced at all student internship sites. Mentors will evaluate interns on transferable job skills each term.*

- Work Habits and Attitudes
- Technical Skills
- Thinking and Problem Solving Skills
- Communication Competencies
- Interpersonal Effectiveness
- Quality of Work Accomplished
- Dependability & Punctuality
- Appearance and Grooming

**Specific Job Skills:** *This list is designed to help you learn important skills during your internship period. The column on the left will designate various procedures used in your internship. Each time you observe or participate in a procedure, record the date.*

PROCEDURE OR SKILL	DATE OBSERVED	DATE PARTICIPATED
Learn names of tools		
Sterilize tools		
Assist doctor		
Consultation/record taking		
Take impressions		
Take X-rays		
Develop X-rays		
Place brackets		
Banding		

Supervisor Signature \_\_\_\_\_

Date \_\_\_\_\_