STUDENT EMPLOYEE EVALUATION

It is recommended that student employees be evaluated: 1) After four weeks of employment as a training tool and/or 2) At the end of each semester of employment.

Student name:_____ SSN:_____

Address:_____
Street City State Zip

Phone:_____ Current GPA:_____

Current Duties:_____

_____

_____

Punctuality:	Excellent_____	Good_____	Fair_____	Poor_____
Attendance:	Excellent_____	Good_____	Fair_____	Poor_____
Dependability:	Excellent_____	Good_____	Fair_____	Poor_____
Cooperation:	Excellent_____	Good_____	Fair_____	Poor_____
Job Attitude:	Excellent_____	Good_____	Fair_____	Poor_____
Initiative:	Excellent_____	Good_____	Fair_____	Poor_____
Maturity:	Excellent_____	Good_____	Fair_____	Poor_____
Job Knowledge:	Excellent_____	Good_____	Fair_____	Poor_____
Accuracy:	Excellent_____	Good_____	Fair_____	Poor_____
Timeliness:	Excellent_____	Good_____	Fair_____	Poor_____
Overall Evaluation:	Excellent_____	Good_____	Fair_____	Poor_____

Comments on related factors of job performance:_____

_____

_____

Supervisor's signature:_____ Date:_____

Employee comments:_____

_____

_____

Employee signature:_____ Date:_____