

**Yoong Soon Chin (3602538)**

**Summer 2022 - Computer Science and Software Engineering / W-4 Work**

## **EMPLOYER EVALUATION DETAILS**

### **Co-op Student Work Term Performance Evaluation**

**INTEREST IN WORK:** responsibilities are performed with diligence and enthusiasm

a) High interest, very enthusiastic; takes pride in doing work well

**INITIATIVE/PRO-ACTIVITY:** the ability to perceive and carry out required tasks without supervision and to anticipate the organization's needs

b) Displays initiative consistently

**PLANNING AND ORGANIZING:** the ability to manage time effectively to complete assigned task and meet deadlines

a) Does an outstanding job of planning and organizing work and time

**SETTING GOALS:** Identified areas to improve and established measurable steps and timeframe to achieve results

a) Developed goals for the work term early and made excellent progress in working towards them

**ADAPTABILITY:** a positive attitude towards change and the ability to change easily to fit different conditions

a) Does an outstanding job of managing assignments, setting priorities, and adapting to change

**Comments**

**QUALITY OF WORK:** the precision of duties performed

a) Very thorough in performing work; excellent attention to detail with few errors if any

**QUANTITY OF WORK/PRODUCTIVITY:** the ability to produce the desired results

a) Highly productive

**CREATIVITY:** the ability to identify and suggest new ideas to get the job done

b) Frequently offers new ideas; imaginative

**PRACTICALITY:** mindful of results, advantages, and disadvantages

b) Work shows very good balance between practical and theoretical

**JUDGEMENT:** the ability to think critically and logically to evaluate situations, solve problems, and make decisions

a) Decisions always based on thorough analysis of the situation

**Comments**

**PROBLEM-SOLVING SKILLS:** ability to reach a solution

a) Highly adept and innovative

**DEPENDABILITY/RESPONSIBILITY:** the accountability for actions taken

a) Reliable in any situation

**TEAMWORK:** the ability to get along with and help others, to recognize, and respect people's diversity and individual differences

e) Not evaluated

**SELF-ASSUREDNESS:** the ability to express ideas and thought directly and honestly without offending or being inconsiderate to the other party

b) Often demonstrates confidence and consideration when presenting themselves within the workplace

**RESPONSE TO FEEDBACK:** ability to take suggestions and feedback

a) Responds maturely and positively to suggestions and feedback from supervisor; very open-minded

**Comments**

**COMMUNICATION:** effective reading and writing (including work reports, if applicable)

e) Not evaluated

**COMMUNICATION:** effective speaking and listening

b) Clear and understandable

**LEADERSHIP QUALITIES:** the belief in one's own ability, power, and judgement

e) Not evaluated

**ADAPTABILITY AND RESOURCEFULNESS:** a positive attitude towards change and the ability to change easily to fit different conditions

a) Easily adapts to change and makes excellent use of available resources to solve problems

**Comments**

**Additional Supervisor Comments:** Comment on the student's overall job performance including things such as attendance and personal presentation. Please provide suggestions for additional academic or work exposure.

**OVERALL PERFORMANCE EVALUATION**

b) Excellent (Exceeded job requirements in all areas)

**Comments**

Elliot's efforts and high-quality work allowed us to make significant progress towards a software tool that will be very impactful for academic advisors in the future. I would not hesitate to hire Elliot again or to recommend him to other employers.