

COMPUTER STUDIES

Co-op Employer Evaluation

Student Name: Jeff Hall

ID Number: 200328772

Program Code: ☒ COPR ☐ COPA ☐ IMDW ☐ CSTN ☐ INSS

Company Name: CARFAX Canada

Term: ☒ Sept. - Dec. ☐ Jan. - Apr. ☐ May - Aug. Year 2018

To the Employer and/or Supervisor of Co-operative Education Students:

The evaluation process is most beneficial to a student's personal and career development. Consequently, students are interested in the supervisor's assessment of job performance and welcome constructive criticism.

The individual in the best position to evaluate the student's training, work and attitude should complete this form. Please discuss your evaluation with the student and ask for his/her written response to your appraisal.

We would appreciate your returning the completed original form to your Co-op student prior to the last day of the work term and invite you to retain one for your records as well. In order to complete the Co-op program successfully, students must satisfy a number of requirements including the satisfactory completion of their work terms. We require the completed evaluation from the supervisor as part of the student's credit for this work term.

Your hiring of our Co-op students is vital to the success of our programs. The experience you provide allows our students to become highly skilled and sought after employees. We sincerely thank you for your interest in our students and for participating in preparing them for the challenges of the world outside the classroom.

Please contact the Co-op Consultant listed below if you have any questions or concerns:

Rita Pittman, Co-op Rita.Pittman@georgiancollege.ca 705 -728 -1968 ext. 5268

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Interest in Work

<input checked="" type="checkbox"/> High interest. Very enthusiastic. Takes pride in doing work well	<input type="checkbox"/> More than average amount of interest and enthusiasm	<input type="checkbox"/> Satisfactory amount of interest and enthusiasm	<input type="checkbox"/> Interest spasmodic. Occasionally enthusiastic	<input type="checkbox"/> Little interest or enthusiasm shown
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Initiative

<input type="checkbox"/> Self-starter. Asks for additional work	<input checked="" type="checkbox"/> Displays initiative consistently	<input type="checkbox"/> Acts voluntarily in routine situations	<input type="checkbox"/> Relies on others. Must be told frequently what to do	<input type="checkbox"/> Lacks initiative. Waits to be told what to do next
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Planning and Organizing

<input type="checkbox"/> Does an outstanding job of planning and organizing work and time	<input checked="" type="checkbox"/> Plans and organizes work and time very effectively	<input type="checkbox"/> Does normal amount of planning and organizing	<input type="checkbox"/> More often than not fails to plan and organize work and time effectively	<input type="checkbox"/> Consistently fails to plan and organize work and time effectively
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Ability to Learn

<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Below average	<input type="checkbox"/> Slow
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Quality of Work

<input type="checkbox"/> Excellent; very few errors	<input checked="" type="checkbox"/> Good; few errors	<input type="checkbox"/> Satisfactory; has normal number of errors	<input type="checkbox"/> Marginal; more than average number of errors	<input type="checkbox"/> Unsatisfactory; frequent errors
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Quantity of Work

<input type="checkbox"/> Excellent productivity	<input checked="" type="checkbox"/> Good productivity	<input type="checkbox"/> Satisfactory productivity	<input type="checkbox"/> Marginal productivity	<input type="checkbox"/> Unsatisfactory productivity
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Creativity

<input type="checkbox"/> Continually offers new ideas; extremely imaginative	<input checked="" type="checkbox"/> Frequently offers new ideas; imaginative	<input type="checkbox"/> Has average imagination and a reasonable number of new ideas	<input type="checkbox"/> Rarely offers new ideas; limited imagination	<input type="checkbox"/> Appears unimaginative
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Judgement

<input type="checkbox"/> Decisions always based on thorough analysis of the situation	<input checked="" type="checkbox"/> Usually makes good decisions	<input type="checkbox"/> Decisions are satisfactory in routine situations	<input type="checkbox"/> Decisions often based on inadequate analysis of the situation	<input type="checkbox"/> Decisions are not usually dependable
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Problem Solving Skills

<input type="checkbox"/> Highly adept and innovative	<input checked="" type="checkbox"/> Adept at solving problems	<input type="checkbox"/> Satisfactory problem solving abilities	<input type="checkbox"/> Exhibits marginal problem solving abilities	<input type="checkbox"/> Exhibits inadequate problem solving abilities
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Dependability

<input checked="" type="checkbox"/> Reliable in any situation	<input type="checkbox"/> Reliable in most situations	<input type="checkbox"/> Reliable in routine situations	<input type="checkbox"/> Somewhat unreliable; frequently needs supervision	<input type="checkbox"/> Unreliable; requires close supervision
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Interpersonal Behaviour

<input checked="" type="checkbox"/> Always works in harmony with others. An excellent team worker. Contributes to group relationships and effectiveness.	<input type="checkbox"/> Congenial and helpful. Works well with associates. Seen as an asset in furthering co-operation and group harmony.	<input type="checkbox"/> Relations with others are harmonious under normal circumstances.	<input type="checkbox"/> Sometimes antagonizes others. Tends to be uncommunicative.	<input type="checkbox"/> Frequently quarrelsome, causes friction. Uncommunicative and withdrawn to the point of having an adverse effect on group.
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Response to Supervision

<input type="checkbox"/> Responds maturely, positively and promptly to suggestions and criticism from supervisor. Very open-minded	<input checked="" type="checkbox"/> Accepts suggestions and criticism from supervisor willingly	<input type="checkbox"/> Accepts suggestions and criticism from supervisor in a satisfactory manner	<input type="checkbox"/> Accepts suggestions and criticism from supervisor reluctantly	<input type="checkbox"/> Often responds negatively to suggestions and criticism from supervisor
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Communication- Written

<input type="checkbox"/> Exceptionally clear, well organized and concise	<input checked="" type="checkbox"/> Clear, organized and concise	<input type="checkbox"/> Satisfactory writing skills	<input type="checkbox"/> Sometimes encounters difficulty in writing clearly and concisely	<input type="checkbox"/> Inadequate writing skills
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Communication- Verbal

<input type="checkbox"/> Exceptional verbal expression; clear, well organized and easily understood	<input checked="" type="checkbox"/> Clear and understandable	<input type="checkbox"/> Satisfactory verbal skills	<input type="checkbox"/> Sometimes encounters difficulty in speaking clearly and concisely	<input type="checkbox"/> Inadequate verbal skills
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Leadership Qualities

<input type="checkbox"/> Excellent, ability to motivate and direct others	<input checked="" type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Marginal	<input type="checkbox"/> Presently lacks ability to motivate and direct others
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Adaptation to Formal Organization, Rules and Policies

<input checked="" type="checkbox"/> Fully adaptable to recognized organizational structures, rules and policies	<input type="checkbox"/> Good adaptation to recognized organizational structures, rules and policies	<input type="checkbox"/> Satisfactory adaptation to recognized organizational structures, rules and policies	<input type="checkbox"/> Sometimes has difficulty adapting to recognized organizational structures, rules and policies	<input type="checkbox"/> Adapts poorly to recognized organizational structures, rules and policies
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Overall Performance: Student's Job Title: Product Prototyper

☐ Outstanding ☒ Excellent ☐ Good ☐ Satisfactory ☐ Marginal ☐ Unsatisfactory

Jeff was a pleasure to work with. His ability to quickly solve problems and complete tasks in a timely manner was key to successfully completing his co-op term project on time. It was not an easy task. I wish Jeff the best and hope he applies for a developer role in our company in the future.

Areas of Strength

1. Problem Solving
2. Teamwork
3. Never surrenders to a challenge

Areas of Development

1. Learn Mobile Development
2. _____
3. _____

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Employer's Comments

A. Comment on the student's overall performance including, if possible, suggestions for additional academic or work exposure:

Jeff was tasked to work with UX, a peer product prototyper as well as a Data Science co-op to deliver a solution to pair users to vehicles based on lifestyle and overall preferences surrounding a vehicle. Jeff was an outstanding team member. His dedication to the project was an asset. Jeff never gave up on a problem and would regularly come in the next morning with a solution after staying up to solve very difficult problem.


B. Comment on the student as a potential candidate for the following work term (if applicable):

C. Comment on the student as a potential candidate for permanent employment following graduation (if applicable):

I would strongly encourage Jeff to apply to any developer openings we have in the future.

Student's Comments

Comment on your overall performance including your ability to achieve learning objectives and your future employment expectations:

	Jonathon Pitman, Senior UX Product Lead	Dec 18, 2018
Evaluated by (Supervisor's Signature)	Print Name and Title	Date
Student's Signature	Print Name and Title	Date
Endorsed by (Management/Human Resources Signature) (If required)	Print Name and Title	Date

Thank you for taking the time to meet with our student/s and provide feedback and suggestions regarding their work experience. Your support in helping our student/s learn – is greatly appreciated!

When completed, the student should keep a copy for their portfolio and MUST provide a copy to the Co-op Consultant, without this evaluation, the student's Co-op completion grade will be put on hold.
