QUALITY MANAGEMENT SYSTEM 1

**OITP/OIPP COMPANY EVALUATION OF STUDENT’S PERFORMANCE**

**To be completed by Company Supervisor / Overseas Internship Mentor (OIM)**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Name |  | Supervisor / OIM Name |  |
| Student Name |  | Student Admin No |  |
| Start Date |  | End Date |  |

|  |  |  |
| --- | --- | --- |
| **Attribute** | **Rating\***  Please circle accordingly | **Comments,  if any** |
| **Workplace** | | |
| 1. Work Ethics and Professionalism: Attendance and Punctuality; Demonstrate evidence of motivation to improve one's self | 10 9 8 7 6 5 4 3 2 1 |  |
| 2. Technical/Professional Competency: Level of Technical Understanding; Apply relevant technical skills to perform the tasks efficiently | 10 9 8 7 6 5 4 3 2 1 |  |
| 3. Quality of Work: Thoroughly and accurately performed all work requirements; Submitted work assignments on time | 10 9 8 7 6 5 4 3 2 1 |  |
| 4. Communication and Teamwork: Able to communicate effectively; Demonstrate ability to work well in a team | 10 9 8 7 6 5 4 3 2 1 |  |
| 5. Independent Learning Skills: Able to complete assigned tasks independently | 10 9 8 7 6 5 4 3 2 1 |  |
| **Comments by Company Supervisor / OIM** | | |

***\*Rating Key***

*10 & 9 - Excellent, 8 & 7 - Good, 6 & 5 - Satisfactory, 4 & 3 - Approaching Expectations, 2 & 1 -Below Expectations*

*OITP – Overseas Internship Programme*

*OIPP – Overseas Institutional Placement Programme*

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Company Supervisor's / OIM’s Signature & Date

