

Employment/Work Experience Evaluation

General Information

|  |  |  |
| --- | --- | --- |
| Student: |  | |
| Company: | |  |

Learning Objectives

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Objective Met | |
|  |  | Yes | No |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |

Explanation/Comments

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Below, rate the student using the following scale

4 = Exception 3 = Better than average 2 = Comparable to average 1 = Below average N/A = Does not apply

|  |  |
| --- | --- |
| Work Habits and Skills | Rating |
| 1. Accepts direction and feedback |  |
| 2. Maintains good appearance |  |
| 3. Attendance is on time |  |
| 4. Shows enthusiasm for assignments and assigned tasks |  |
| 5. Asks for help when needed |  |
| 6. Follows instruction |  |
| 7. Follows rules |  |
| 8. Stays on task |  |
| 9. Meets employer’s performance expectations |  |
| 10. Interacts well with other coworkers |  |
| Overall Rating |  |

Additional Comments

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| --- | --- | --- |
| I agree that this evaluation accurate represents |  | ‘s work experience |
|  | student’s name |  |

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| --- | --- | --- |
|  |  |  |
| Student |  | Date |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Supervisor |  | Date |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Transition Specialist |  | Date |