



Please, return to:

School: Ha Noi University, Faculty of IT
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EVALUATION FORM OF THE INTERN'S PERFORMANCE

INTERN	
Student ID:	1701040079
Name:	Tran Thi Mai Huong
Class:	4C-17
University:	Hanoi University, Faculty of Information Technology

COMPANY			
Company name:	GMO-Z.com RUNSYSTEM JSC		
Human Resources Contact:	Ms.Nguyen Thi Kim Dung		
Intern Supervisor's name:	Ms.Ngo Thi Thuy		
Title:	Internship	Tel:	+84 24 3772 4304
Address (Street & City):	Ocean Park Building, No.1 Dao Duy Anh Street, Dong Da District, Hanoi	Fax:	info@runsystem.net
Postal Code:	10000	Country:	Vietnam

INTERNSHIP			
Starting date (dd/mm/yyyy):	04/01/2021	Ending date (dd/mm/yyyy):	03/07/2021
Place of internship if different from company address above:		Country:	Vietnam
Job description during the internship:			
<ul style="list-style-type: none">- Being trained about the fundamentals of testing:<ul style="list-style-type: none">• Software Development Lifecycle• Test Process• Test Techniques• Test Type• Test Implementation- Contribute in official project of the company:<ul style="list-style-type: none">• Digital Room Rental System• AI Camera System• Digital Sign System• Ticket Management System			
Languages used during the internship:			
Japanese, English, Vietnamese			
Evaluation of the job performed by intern:			

*Original signature is required.

**For companies who do not possess a company stamp, an official letter on company letterhead or an email with the company signature from the company representative or supervisor will be accepted.

Date: (dd/mm/yyyy)		*Signature:		**Company Stamp:	
Place:					

ELEMENTS OF EVALUATION OF THE INTERN						
	Excellent			Very poor		
1- Professional aptitudes	A	B	C	D	E	F
1.1 communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2 problem solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 putting initiatives into practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4 adaptation to company culture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5 hard working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6 organisation of work process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2- Intellectual aptitudes	A	B	C	D	E	F
2.1 theoretical knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2 analytical skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3- Technical skills	A	B	C	D	E	F
3.1 technical skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 ability to learn new technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3 produce results that are at or above standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 share their knowledge with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.5 foreign language skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.6 presentation skills in foreign language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4- Social abilities	A	B	C	D	E	F
4.1 team working ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 attitude towards colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Excellent			Very poor		
Overall rating	A	B	C	D	E	F
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Three most important reasons for this overall rating: (choose items from the above mentioned elements of evaluations)						
1.						
2.						
3.						
If there are equally important reasons not mentioned above, which ones:						
Evaluate the performance of the intern in comparison to your expectations						
	Excellent			Very poor		
	A	B	C	D	E	F
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evaluate the performance of the intern in comparison to the best interns, you have had						
	A	B	C	D	E	F
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any additional comment?						

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