

## **Employer Evaluation of Student Work**

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Student Name:	Term Year
Company Name:	
Supervisor Name:	
PERFORMANCE EVALUATION MEETING	
Employer and student should take a few minutes to discuss the st the work term. The following areas are suggested as topics for dis	
Work Habits – organization and planning, time management, dep	endability, attitude, etc.;
Communications – oral, written, and visual;	•
Design Skill – quality of work, quantity of work, resourcefulness, it	nitiative, judgment;
Technical Skill – quality of work, quantity of work, resourcefulnes	s, initiative, judgment;
Team Work – ability to work with others, accept critique, voice sug	ggestions, etc.;
Professionalism – attendance and punctuality, maturity, poise, a	cility to manage conflict, etc.
OVERALL PERFORMANCE:	
1. Overall, the student's performance during the work term was (chec	ck one):
Unacceptable Marginal Adequate Satisfactory Good Very Goo	•
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2. If employment were available in the future, would you hire this stud	dent again? [ ] [ ] YES NO
3. This report has been discussed with the student. [ ] [ ] YES NO	
FURTHER COMMENTS (OPTIONAL): The student's outstanding qualities are:	
Qualities which the student should strive to improve are:	
Signature of supervisor:	Date:
Complete and return this form to the student. The student must submit this form	as part of their Work Term Report.