

Student Worker Performance Evaluation

Name: _____

Department: _____ Job Title: _____ Reg: _____ W-S: _____

Period Appraised: _____

I. General Job Performance

Criteria	Outstanding	Good	Satisfactory	Needs Improvement	Unacceptable	N/A
Carries out assigned duties and responsibilities.						
Intititates ideas and activities.						
Uses work time effectively.						
Regularly reports to work on time.						
Presents a professional appearance.						
Demonstrates a positive attitude towards work.						

II. Strengths and Weaknesses _____

III. Student Section (to be completed by the student and supervisor named above)

A) What has been your most significant accomplishment and your least satisfying moment in your work position?

B) What would you change about yourself and/or your work assignment to make this experience more beneficial?

C) List four skills you have used in this work assignment:

1. _____

2. _____

3. _____

4. _____

COMMENTS

Employee: _____

Supervisor: _____

Signature of Supervisor: _____ Date: _____

Signature of Employee: _____ Date: _____