

Student Employment Evaluation

Student Employee _____ University ID _____

Department _____ Job Title _____

Supervisor _____ Review Period _____

Please Check the Appropriate Box

4-Superior 3-Above Average 2-Average 1-Below Average N-Not Observed/Not Applicable

	4	3	2	1	N
Quality of Work: Ability to do satisfactory work following specified procedures					
Quantity of Work: Volume of work done in specified time following specified standards					
Comprehension: Knowledge of job, familiarity with procedures of job					
Reliability: Job completion, ability to get things done, conscientiousness					
Attitude Toward Work: Degree of enthusiasm and willingness with which one performs					
Judgment: Ability to make sound decisions					
Dependability: Punctuality and reliability in attendance					
Professionalism: Conducts oneself in a dignified, business-like manner					
Cooperation: Ability to work with others in harmony					
Initiative: Interest in assuming added responsibilities					
Potentialities: Abilities to improve one's self within the job situation					
Leadership: Qualities of understanding and directing people					
Overall Performance:					

Comments:

Supervisor's signature _____ Date _____

Student's Signature _____ Date _____