

# Work Site Evaluation Sheet

For the weeks of: \_\_\_\_\_

## STUDENT RATING

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_

- Rating Scale:
- 5 = Outstanding ( 100% of the time; no problem in this area )
  - 4 = Good ( 90% of the time; problems are minor )
  - 3 = Fair ( 80% of the time; average )
  - 2 = Poor ( 75% of the time; needs improvement )
  - 1 = Deficient ( Less than 75% of the time; significant weakness )

Circle the appropriate number for each skill listed below.

1. Quality / Quantity of work	1	2	3	4	5
2. Knows job expectations	1	2	3	4	5
3. Dependability ( shows up for work on time )	1	2	3	4	5
4. Responsible for tools and materials	1	2	3	4	5
5. Respects rights and property of others	1	2	3	4	5
6. Flexibility ( adjust to change )	1	2	3	4	5
7. Cooperation	1	2	3	4	5
8. Initiative	1	2	3	4	5
9. Reports or corrects mistakes	1	2	3	4	5
10. Personal appearance	1	2	3	4	5
11. Interacts well with others	1	2	3	4	5
12. Obeys rules and regulations	1	2	3	4	5

Comments:

Supervisor's Signature: \_\_\_\_\_

( See grading scale on backside )