Employee Evaluation Form

Name of Student:		Date of Evaluation:					
Supervisor:							
Student Job Title:		Department:					
Employment Period:	From:	To:					
Please use the indicated rating system to evaluate the student on the following work-related skills, attitudes, and behaviors. US = Unsatisfactory							
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Knowledge of Job Responsibilities: Performs work by following specified procedures & directions Comments:		0	0	0	0	0	0
Dependability: Reliable and prompt. Efficiently completes tasks accurately & thoroughly Comments:			0	0	0	0	
Initiative: Ability to act on own, responsibility to accomplish needed work; resourceful Comments:		0	0	0		п	0
Aptitude: Quickly learns new work & retains training Comments:			0	0	0		0