

Student _____	SID _____
Job Title _____	Major _____
Parkland Internship Supervisor _____	
Company Trainer's Name _____	
Company Name _____	Tuition Waiver yes ____ no ____
Title _____	Phone _____

Instructions: The immediate supervisor will evaluate the student objectively, comparing him/her with other students of comparable academic level, with other personnel assigned similarly classified jobs, or with individual standards. Evaluate the intern's skill level using a scale of 1 to 5. If there was not an opportunity to observe the intern in any of the following situations, circle NA (not applicable).

The intern:

Agree

Disagree

Soft Skills

- | | 5 | 4 | 3 | 2 | 1 | NA |
|---|---|---|---|---|---|----|
| 1. illustrated enthusiasm and willingness to learn. | 5 | 4 | 3 | 2 | 1 | NA |
| 2. presented an appropriate appearance. | 5 | 4 | 3 | 2 | 1 | NA |
| 3. established a reliable attendance record. | 5 | 4 | 3 | 2 | 1 | NA |
| 4. showed good judgment/decision making abilities. | 5 | 4 | 3 | 2 | 1 | NA |
| 5. adapted to new situations quickly. | 5 | 4 | 3 | 2 | 1 | NA |

Interpersonal Skills

- | | | | | | | |
|--|---|---|---|---|---|----|
| 6. worked well with co-workers. | 5 | 4 | 3 | 2 | 1 | NA |
| 7. worked well with superiors. | 5 | 4 | 3 | 2 | 1 | NA |
| 8. worked well with customers/clients. | 5 | 4 | 3 | 2 | 1 | NA |

Technical Skills

- | | | | | | | |
|--|---|---|---|---|---|----|
| 9. completed the required amount of work in a timely manner. | 5 | 4 | 3 | 2 | 1 | NA |
| 10. performed high quality work. | 5 | 4 | 3 | 2 | 1 | NA |
| 11. possessed needed conceptual knowledge. | 5 | 4 | 3 | 2 | 1 | NA |
| 12. possessed solid technical skills. | 5 | 4 | 3 | 2 | 1 | NA |

Overall

- | | | | | | | |
|---|---|---|---|---|---|--|
| 13. Overall performance of the intern was excellent. | 5 | 4 | 3 | 2 | 1 | |
| 14. I will recommend this intern for future employment. | 5 | 4 | 3 | 2 | 1 | |

Type of work assignments completed: _____

What traits may help or hinder the student's advancement? _____

Other comments on performance: _____

Student's signature _____	Date _____
Company Trainer's signature _____	Date _____
Parkland Supervisor's Intern's signature _____	Date _____