



# EMPLOYER'S EVALUATION OF STUDENT TRAINEE

880 Parsons Road  
 Traverse City, MI 49686  
 Phone: 231.922.6298

FAX: 231.922.6364

Student \_\_\_\_\_

Program \_\_\_\_\_

Date Due \_\_\_\_\_

Home School \_\_\_\_\_

Employer \_\_\_\_\_

Marking Period: 1 2 3 4

Supervisor \_\_\_\_\_

Work Ethic	A-Outstanding		B-Above Average			C-Average			D-Below Average			N/A
	11	10	9	8	7	6	5	4	3	2	1	
1. Ability to Get Along With Others												
2. Attitude Towards Work/Supervision												
3. Adaptability/Flexibility												
4. Communication/Social Skills												
5. Shows Pride in Work												
6. Cooperation/Teamwork												
7. Demonstrates Problem Solving Skills												
8. Decision Making/Judgment												
9. Grooming/Dress												
10. Follows Directions												
11. Progress/Increased Skills												
12. Responsibility												
13. Use of Work Time/Productivity												
<b>Job Skills</b>												
1. Quality of Work												
2. Knowledge of Required Tasks												
3. Organizational Skills												
4. Care of Tools and Equipment												
5. Follows Safety Rules												

Explanation of Actual Job Tasks Performed:

Comments / Suggestions:

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_ Absences \_\_\_ Tardies \_\_\_

FOR OFFICE USE ONLY (revised 5/08)	
9-Week Employer Evaluation Grade _____	Check one: Co-op <input type="checkbox"/> Work Experience <input type="checkbox"/>

Notice of Nondiscrimination Policy: In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disability Act of 1990, it is the policy of the Traverse Bay Area Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, age, height, weight, marital status, or lack of English proficiency be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries regarding to policy should be directed to: Assistant Principal, TBA Career-Tech Center, 880 Parsons Road, Traverse City, MI 49686; 231.922.6273.