TMCC
Truckee Meadows Community College
Office of Student Employment

CHILD CARE CENTER
STUDENT EMPLOYEE EVALUATION

Instructions:

Child Care Center Student Employees are evaluated during both the fall and spring semesters while attending TMCC and/or UNR. This form is used as a work performance improvement tool. This form is completed by the Student Employee as a self-evaluation. Concurrently, the employee's direct supervisor completes this form with the Student Employee in mind. The Student Employee and the Supervisor meet to discuss both evaluations.

Student Name: _____ **SSN:** _____ - _____ - _____

Address: _____

Telephone: _____ - _____ - _____ **Current G.P.A.:** _____ **Date of Last Eval.:** _____/_____/_____

Employment Dates: *From _____/_____/_____ To _____/_____/_____*

Current Duties:

_____

_____

Punctuality:	Excellent _____	Good _____	Fair _____	Poor _____
Attendance:	Excellent _____	Good _____	Fair _____	Poor _____
Dependability:	Excellent _____	Good _____	Fair _____	Poor _____
Cooperation:	Excellent _____	Good _____	Fair _____	Poor _____
Job Attitude:	Excellent _____	Good _____	Fair _____	Poor _____
Initiative:	Excellent _____	Good _____	Fair _____	Poor _____
Maturity:	Excellent _____	Good _____	Fair _____	Poor _____
Job Knowledge:	Excellent _____	Good _____	Fair _____	Poor _____
Accuracy:	Excellent _____	Good _____	Fair _____	Poor _____
Timeliness:	Excellent _____	Good _____	Fair _____	Poor _____
Overall Evaluation:	Excellent _____	Good _____	Fair _____	Poor _____

Comments on related factors of job performance:

_____

_____

_____

Supervisors Recommendations for Work Performance Development:

_____

_____

_____

Employees Recommendations for Work Performance Development:

_____

_____

_____

Additional Comments – Employee or Supervisor:

_____

_____

_____

Supervisors Signature: _____   Date: _____/_____/_____

Employee Signature: _____   Date: _____/_____/_____

06/12/08