

Student Employee Evaluation

Student's Name: _____ **UFID:** _____

Job Title: _____ **Dept ID:** _____

Supervisor: _____ **Evaluation Period:** _____

QUALITY OF WORK (1=Needs Improvement; 3=Meets Expectations; 5= Excellent)

Understanding of Assigned Duties	1	2	3	4	5	N/A
Quality of Performance	1	2	3	4	5	N/A
Ability to Organize Work	1	2	3	4	5	N/A
Quality of Work Performed	1	2	3	4	5	N/A

COMMENTS:

DEPENDABILITY (1=Needs Improvement; 3=Meets Expectations; 5= Excellent)

Performance with Direct Supervision	1	2	3	4	5	N/A
Adherence to Specific Working Hours	1	2	3	4	5	N/A
Dependability in Meeting Deadlines	1	2	3	4	5	N/A
Initiative in Performance of Duties	1	2	3	4	5	N/A
Introduces New Ideas	1	2	3	4	5	N/A

COMMENTS:

OTHER CHARACTERISTICS (1=Needs Improvement; 3=Meets Expectations; 5= Excellent)

Tact and Diplomacy with Others	1	2	3	4	5	N/A
Composure/Effectiveness						
Under Pressure	1	2	3	4	5	N/A
Efforts towards Self-Improvement	1	2	3	4	5	N/A
Communication with Others	1	2	3	4	5	N/A
Grooming and Suitability of Dress	1	2	3	4	5	N/A

COMMENTS:

OVERALL EVALUATION OF EMPLOYEES CONTRIBUTION

Quality of work	1	2	3	4	5	N/A
Dependability	1	2	3	4	5	N/A
Other Characteristics	1	2	3	4	5	N/A
Shows Improvement since last formal appraisal				Yes	No	N/A

EMPLOYEE REPSONSE

The above evaluation is a fair and accurate appraisal of my job performance Yes No

STUDENT SIGNATURE DATE SUPERVISOR SIGNATURE DATE