# Student Self Evaluation of Job Performance

**Student**

**Employer:**

**ID #:**

**Employer/Address:**

**Major:**

**Employer Code:**

**Quarter:** F W SP SU **Year**

**Start Date**

**End Date**

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**Student Job Title**

**Job Responsibilities**

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Please evaluate your skills in the following areas:

<table>
<thead>
<tr>
<th>Technical knowledge and skills</th>
<th>Poor</th>
<th>Excellent</th>
<th>Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Aptitude (ability to learn)</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Productivity (amount of work)</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Quality of work</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Attitude (response to job demands)</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Self-confidence</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Problem solving (Reasoning)</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

**Were there technical skill problems?**

If so, please give examples:

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9. Involvement with teamwork
10. Involvement with supervisor
11. Involvement with co-workers
12. Attendance
13. Punctuality

<table>
<thead>
<tr>
<th>POOR</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXCELLENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOT APPLICABLE</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

14. Were there personal/social problems?

<table>
<thead>
<tr>
<th>NEVER</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
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<tbody>
<tr>
<td>ALWAYS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If so, please give examples

15. How often did your SUPERVISOR use the following to communicate with you?

<table>
<thead>
<tr>
<th>NEVER</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
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<tbody>
<tr>
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</tbody>
</table>

a. Speech
b. Sign
c. Writing
d. Professional Interpreter
e. TTY/Telephone
f. Demonstration (Hands On)
g. Electronic mail

16. How often did YOU use the following to communicate with your supervisor?

<table>
<thead>
<tr>
<th>NEVER</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
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</tr>
</tbody>
</table>

a. Speech
b. Sign
c. Writing
d. Professional Interpreter
e. TTY/Telephone
f. Demonstration (Hands On)
g. Electronic mail

17. Communication during group meetings was handled by:

<table>
<thead>
<tr>
<th>NEVER</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>N/A</th>
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<tbody>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

a. Speech
b. Sign
c. Writing
d. Professional Interpreter
e. Minutes of meeting
18. How would you rate your reading skills as they relate to the job?  

1  2  3  4  5  6  7  N/A

19. How would you rate your writing skills as they relate to the job?  

1  2  3  4  5  6  7  N/A

20. Were there communication problems?  

NEVER  1  2  3  4  5  6  7  ALWAYS

If so, please give examples ____________________________

21. How often did you provide sign language instruction to improve communication with co-workers?  

NEVER  1  2  3  4  5  6  7  ALWAYS

22. Did you use the telephone on the job?  

1  2  3  4  5  6  7

23. Would a telephone normally be used by another person in this job?  

1  2  3  4  5  6  7

24. If you used the phone, what equipment or assistance was provided?  
__ Telephone Amplifier __ TTY or Relay Service __ Interpreter __ Interpreted by Co-workers

25. TRAINING  

a. Did you receive formal orientation? Yes __ No __

b. Were you trained in specific job skills? Yes __ No __

If so, please describe ____________________________________________

c. How many hours during the total co-op did you receive skills training? _______ Hours
26. Were you introduced to techniques or procedures on the job which you feel are new or specialized?
   Yes __   No __   Please give examples: ________________________________________________

27. Are there other skill areas or more courses of study you might want to concentrate on for this particular job?
   Yes __   No __

   If so, please elaborate: _________________________________________________________

28. Please evaluate your overall job performance:

   POOR 1 2 3 4 5 6 7 EXCELLENT

   _________________________________
   (Your Signature)

   _________________________________
   (Print your name)

   _________________________________
   Date: