



## EMPLOYER EVALUATION FOR STUDENT INTERNSHIP PERFORMANCE INTERNSHIP PROGRAM

TIM 200

TIM 300

TIM 400

Student's Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Company Name: \_\_\_\_\_ Department: \_\_\_\_\_

Employed From: \_\_\_\_\_ to \_\_\_\_\_ Total Hours Worked\*: \_\_\_\_\_

\*\*must be a minimum of 400 hours in order to receive credit

**Instructions:** The immediate supervisor will evaluate the student, comparing him/her with other personnel assigned the same or similarly classified jobs, or with individual standards.

**RELATIONS WITH OTHERS**

- Works exceptionally well with others
- Works well with others
- Works satisfactorily with others
- Works poorly with others
- Works very poorly with others

**ATTITUDE-APPLICATION TO WORK**

- Outstanding attitude
- Very good attitude
- Satisfactory attitude
- Fair attitude
- Poor attitude

**JUDGEMENT**

- Exceptionally good judgment and decision making
- Good judgment and decision making
- Acceptable judgment and decision making
- Fair judgment and decision making
- Poor judgment and decision making

**DEPENDABILITY**

- Absolutely dependable
- Very dependable
- Dependable
- Somewhat dependable
- Not at all dependable

**ABILITY TO LEARN**

- Learns very quickly
- Learn readily
- Satisfactory in learning
- Slow to learn
- Very slow to learn

**QUALITY OF WORK**

- Excellent
- Good
- Satisfactory
- Fair
- Poor

**INITIATIVE**

- A great deal of appropriate initiative
- Quite a bit of appropriate initiative
- Some appropriate initiative
- Very little appropriate initiative
- No appropriate initiative

**REACTION TO CRITICISM**

- Very mature reaction and achieved improvement
- Mature reaction and worked toward improvement
- Acceptable reaction and worked toward improvement
- Acceptable reaction with no improvement
- Unacceptable reaction to criticism

**ATTENDANCE**

- Regular
- Irregular

**PUNCTUALITY**

- Outstanding
- Irregular

**OVERALL PERFORMANCE**

- Outstanding
- Good
- Acceptable
- Fair
- Poor

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**Ethical Issue Recognition**

- Excellent in recognizing of ethical issues and cross-relationships among the issues
- Good in recognizing of ethical issues and cross-relationships among the issues
- Satisfactory in recognizing of ethical issues and cross-relationships among the issues
- Fair in recognizing of ethical issues and cross-relationships among the issues
- Poor in recognizing of ethical issues and cross-relationships among the issues

**Evaluation of different ethical perspectives**

- Excellent in stating the student's position and implication of their ethical perspectives
- Good in stating the student's position and implication of their ethical perspectives
- Satisfactory in stating the student's position and implication of their ethical perspectives
- Fair in stating the student's position and implication of their ethical perspectives
- Poor in stating the student's position and implication of their ethical perspectives

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Please comment on other strengths or weaknesses of this student as an employee:

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Would you recommend this student for future employment in your own or another firm? Yes  No

Comments:

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In your opinion, does this student have the potential for promotion? Yes  No

Comments:

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This report has been discussed with student: Yes  No

**EMPLOYER**

Supervisor (Print Name): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**STUDENT'S RELEASE STATEMENT**

I hereby authorize the School of Travel Industry Management, through its Internship Office, to receive this information for academic/career/advising only.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_