

WORKSITE EVALUATION

Student Name: _____ School: _____

Site: _____ Site Supervisor: _____

Pathway: ☐ Arts & Communication ☐ Business & Marketing ☐ Engineering & Technology
 ☐ Health & Human Services ☐ Science & Natural Resources

4=Exceeds Expectation 3=Meets Expectation 2=Approaching Expectation 1=Beginning NE=No Evidence

Essential Skills	Evaluation	Comments
Representing a Professional Self		
Writes in a Professional Manner		
Speaks in a Professional Manner		
Demonstrates Punctuality		
Meets Attendance Standards		
Gives Timely Notice of Absences		
Maintains Appropriate Personal Hygiene & Dress		
Meets Deadlines		
Growth Mindset		
Shows Initiative (Self-starter)		
Looks for Opportunities to Grow		
Asks for Feedback		
Reacts Appropriately to Constructive Criticism		
Demonstrates Enthusiasm & Positive Attitude		
Situational Awareness		
Demonstrates Appropriate Worksite Behavior		
Follows Direction and Asks for Clarification		
Cooperates with Colleagues/Co-workers		
Responds Appropriately to Supervisors		
Demonstrates Problem Solving & Critical Thinking		
Demonstrates Active Listening		
Site Specific Goal #1		
Site Specific Goal #2		

Comments:

Worksite Supervisor Signature

Date

Student Signature

Date