

Employee:		** . ~					
900#:		Year in School:					
Department of Empl	loyment:						
Period of Employme	ent:						
Job Title:		Pay Rate: \$					
EVALUATION OF STUD	ENT EMPLOYEE:						
4 - Outstanding	3 - Above Average	2 - Average	1 - Needs	- Needs Improvement			
PLE	ASE CHECK THE APPROPRIATE	BOX	4	3	2	1	
QUALITY OF WORK:	Ability to do satisfactory work follow	ving specified procedure	s				
COMPREHENSION:	Knowledge of job - familiarity with p	rocedures of job.					
RELIABILITY:	Job completion, ability to get things done.						
WORK ATTITUDE:	Enthusiastic and willing to perform work and help others.						
DEPENDABILITY:	Punctuality and reliability in attendance.						
INITIATIVE:	Interest in assuming added responsibilities.						
COOPERATION:	Ability to work with others in harmony.						
JUDGEMENT:	Ability to make sound decisions.						
LEADERSHIP:	Qualities of understanding and direct	lities of understanding and directing people.					
OVERALL EMPLOYE	E: Consider all attributes.						
GENERAL COMMENTS:							
Rating Date:	Supervisor's Sign	nature:					
Review Date:	Employee's Signa	nture:					

This form is provided to the supervisor as a tool in order to evaluate the student employee. It must be completed and kept on file if the student merits a pay increase. It is recommended that students be evaluated at least one time per semester.