# Employer Evaluation of Pathway Student Intern

**Student Name:**

**Employer Organization:**

<table>
<thead>
<tr>
<th>Rating</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - Unsatisfactory</td>
<td>Never demonstrated ability or did not meet expectations</td>
</tr>
<tr>
<td>2 - Requires Work</td>
<td>Seldom demonstrated the ability or rarely met expectations</td>
</tr>
<tr>
<td>3 - Fair</td>
<td>Sometimes demonstrates ability or met expectations</td>
</tr>
<tr>
<td>4 - Above Expectations</td>
<td>Usually demonstrated ability or sometimes exceeded expectations</td>
</tr>
<tr>
<td>5 - Exceptional</td>
<td>Always demonstrated ability or consistently exceeded expectations</td>
</tr>
</tbody>
</table>

This assessment will be reviewed with the intern by the Business Liaison. (Circle the best answer - If not observed or not applicable, leave response blank)

### A. Ability to Learn

1. Asked pertinent and purposeful questions
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Sought out and utilized appropriate resources
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Accepted responsibility and learned from mistakes
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

### B. Reading/Writing/Computation Skills

1. Reads/comprehends, follows directions
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Communicated effectively in writing
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Utilized math procedures as appropriate to job
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

### C. Listening and Oral Communication Skills

1. Demonstrated active and attentive listening skills
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Effectively participated in meetings or in groups
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Demonstrated effective verbal communication
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

### D. Creative Thinking and Problem Solving

1. Broke down complex tasks/problems to solve
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Brainstorms/develops options and ideas
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Demonstrated analytical capabilities
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

### E. Professional and Career Development Skills

1. Exhibited self-motivated approach to work
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Set appropriate priorities and goals
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Exhibited professional behavior and attitude
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

### F. Interpersonal & Teamwork Skills

1. Managed and resolved conflict effectively
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
2. Supported and contributed to a team atmosphere
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5
3. Demonstrated assertive but appropriate behavior
   - [ ] 1  [ ] 2  [ ] 3  [ ] 4  [ ] 5

Adapted from: Technology Council of Central Pennsylvania
G. Organizational Effectiveness Skills
   1. Sought to understand and support organization's goals 1 2 3 4 5
   2. Fit in with the organization's norms and expectations 1 2 3 4 5
   3. Worked within appropriate authority channels 1 2 3 4 5

H. Basic Work Habits
   1. Reported to work as scheduled and on time 1 2 3 4 5
   2. Exhibited a positive and constructive attitude 1 2 3 4 5
   3. Dress and appearance were appropriate to the job 1 2 3 4 5

I. Character Attributes
   1. Brought a sense of values and integrity to the job 1 2 3 4 5
   2. Behaved in an ethical manner 1 2 3 4 5
   3. Respected diversity of co-workers 1 2 3 4 5

J. Industry-Specific Skills (If appropriate)
   Are there skills or competencies you feel are important to the profession or career-field that have not been previously listed in this evaluation? If so, please list these skills below and assess the intern accordingly.
   1. 1 2 3 4 5
   2. 1 2 3 4 5
   3. 1 2 3 4 5

K. Comments:

L. Overall Performance:

Unsatisfactory Poor Average Good Outstanding

Evaluator's Signature: ____________________________ Date: ____________

Title/Position: ____________________________ Telephone: ____________