TBA ISD CTC CAREER-TECH CENTER

EMPLOYER'S EVALUATION OF STUDENT TRAINEE

880 Parsons Road
Traverse City, MI 49686
Phone: 231.922-6273
FAX: 231.922.6364 pburon@tbaisd.org

Student Name **Due Date** **Quarter 1 2 3 4**

Program Name **Employer Name**

Home School **Supervisor Name**

	Outstanding		Above Average			Average			Below Average			N/A
	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	
Work Ethic	11	10	9	8	7	6	5	4	3	2	1	
1. Ability to Get Along With Others												
2. Attitude Towards Work/Supervision												
3. Adaptability/Flexibility												
4. Communication/Social Skills												
5. Shows Pride in Work												
6. Cooperation/Teamwork												
7. Demonstrates Problem Solving Skills												
8. Decision Making/Judgment												
9. Grooming/Dress												
10. Follows Directions												
11. Progress/Increased Skills												
12. Responsibility												
13. Use of Work Time/Productivity												
Job Skills												
1. Quality of Work												
2. Knowledge of Required Tasks												
3. Organizational Skills												
4. Care of Tools and Equipment												
5. Follows Safety Rules												

Explanation of Actual Job Tasks Performed:

Comments / Suggestions:

Evaluator's Signature _____ **Date** _____ **Absences** _____ **Tardies** _____

FOR OFFICE USE ONLY

Employer Evaluation Grade _____ Check one: Co-op ☐ Work Experience ☐

Notice of Nondiscrimination Policy: In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disability Act of 1990, it is the policy of the Traverse Bay Area Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, age, height, weight, marital status, or lack of English proficiency be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries regarding to policy should be directed to: Assistant Principal, TBA Career-Tech Center, 880 Parsons Road, Traverse City, MI 49686; 231.922.6273.

Copy – CTC Instructor **Copy – Student** **Copy – Employer**