

Work Site Learning Evaluation

Student Name _____ Learning Period: From _____ To _____

School _____ Student Job Title _____

Job Description _____

Work Site Supervisor _____ Work Site _____

Learning Objectives: The following describe specific skills the student is to learn and/or tasks to perform as part of this work site experience.

Please evaluate the student in the following areas:

Rating Scale: 3=Exceeds work site standards, 2=Meets work site standards, 1=below work site standards, New=indicates new task, N/A=Not Applicable

OCCUPATIONAL SPECIFIC SKILLS		Evaluation
1		
2		
3		
4		
5		
SCANS FOUNDATION EVALUATION		Evaluation
		COMMENTS
BASIC SKILLS		
1	Reading skills for job	
2	Writing skills for job	
3	Math skills for job	
4	Speaking skills for job	
5	Listening skills for job	
6	Technology skills for job	
THINKING SKILLS		
7	Follows job safety and health rules	
8	Follows directions and asks for clarification	
9	Shows good judgment (plans tasks)	
10	Problem solving	
11	Decision making	
PERSONAL QUALITIES		
12	Demonstrates punctuality	
13	Meets attendance standards	
14	Gives timely notice of absences	
15	Maintains appropriate personal hygiene and dress	
16	Cooperates with co-workers	
17	Responds appropriately to supervisors	
18	Demonstrates appropriate work site behavior	
19	Reacts appropriately to constructive criticism	
20	Completes tasks/assignments on time	
21	Shows initiative (self-starter)	
22	Is responsible (business-like attitude)	

Comments:

The School District and the work site do not discriminate on the basis of race, religion, ethnicity, national origin, age, disability, gender, sexual orientation, marital or veteran status. This is a commitment made by the parties in accordance with federal, state, and local laws and regulations.

Work Site Supervisor Signature Date

School Coordinator Signature Date

Student Signature-1st Evaluation Date

*Student's Signature denotes review of the Evaluation