

*South Arkansas Community College*

Supervisor Student Evaluation

Student: \_\_\_\_\_ Company: \_\_\_\_\_

Date: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Semester: \_\_\_\_\_ Coordinator: \_\_\_\_\_

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Instructions: Please rank the student's performance according to rating.

**RATING SCALE**

**5 – Outstanding – exceptional in all areas**

**2 – Improvement Needed – deficient  
in some areas**

**4 – Very Good – high quality and consistent**

**1 – Unsatisfactory - unacceptable**

**3 – Good – consistently met standards**

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**Communication:** Demonstrates the ability to speak, listen, read, and write on tasks \_\_\_\_\_

**Problem Solving:** Identifies problems, understands context, and develops solutions \_\_\_\_\_

**Decision-Making:** Demonstrates ability to learn and make decisions to complete task \_\_\_\_\_

**Organization/Time Mgmt:** Gathers, organizes, and evaluates information; and uses time effectively \_\_\_\_\_

**Professionalism:** Meets standards on confidentiality, flexibility, appearance \_\_\_\_\_

**Interacts with Others:** Works professionally and respectfully with a diverse group of co-workers and supervisors, resolving conflict \_\_\_\_\_

**Quality of Work:** Performance of work generally of high-quality, error free \_\_\_\_\_

**All aspects of Organization/Industry:** Understand the dynamics of organization; health, safety, role of business in community \_\_\_\_\_

**Attendance/Punctuality:** Consistent record of attendance and punctuality \_\_\_\_\_

**Attitude:** Enthusiasm and positive attitude for the job \_\_\_\_\_

**Comments:**

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**Evaluator Signature:** \_\_\_\_\_