



Internship & Cooperative Work Experience Education

Supervisor Evaluation of Student Intern/Employee

MiraCosta College, One Barnard Drive MS # 13, Oceanside, CA 92056; Phone: (760) 795-6772; Fax (760) 795-6773

Student Name: _____ Student I.D. #: _____

Company/Organization: _____ Student Job Title: _____

Rating Scale:

4 = Excellent (A); 3 = Above Average (B); 2 = Competent (C); 1 = Unsatisfactory (D); NA = Not Applicable

Workplace Competencies	4	3	2	1	NA	Comments
<u>Professionalism/Work Ethic:</u> Demonstrates personal accountability, effective work habits, e.g., punctuality, working productively with others, and time and workload management.						
<u>Teamwork/Collaboration:</u> Builds collaborative relationships with colleagues and customers; is able to work with diverse teams, negotiate, and manage conflicts.						
<u>Oral/Written Communication:</u> Articulates thoughts and ideas clearly and effectively; has public speaking skills. Writes clearly and effectively.						
<u>Critical Thinking/Problem Solving:</u> Exercises sound reasoning and analytical thinking; uses knowledge, facts, and data to solve workplace problems; applies math and science concepts to problem-solving.						
<u>Leadership:</u> Leverages the strengths of others to achieve common goals; uses interpersonal skills to coach and develop others.						
<u>Information Technology Application:</u> Selects and uses appropriate technology to accomplish a given task; applies computing skills to problem-solving.						
<u>Diversity:</u> Learns from and works collaboratively with individuals representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints.						
<u>Self-Direction/Lifelong Learning:</u> Is able to continuously acquire new knowledge and skills; monitors own learning needs; is able to learn from mistakes.						
<u>Creativity/Innovation:</u> Demonstrates originality and inventiveness in work; communicates new ideas to others; integrates knowledge across different disciplines.						
<u>Ethics/Social Responsibility:</u> Demonstrates integrity and ethical behavior; acts responsibly with the interests of the larger community in mind.						

Supervisor's Printed Name

Supervisor's Signature Date

Faculty Mentor's Printed Name

Faculty Mentor's Signature Date

Student's Printed Name

Student's Signature Date