

## Student Assistant Performance Review

### Student Information

Name		Student ID#	
E-mail Address		Cell #	
Hire Date		Hourly Rate	
School Year			

### Ratings

	1 = Poor	2 = Fair	3 = Satisfactory	4 = Good	5 = Excellent
<b>Competence</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Exceptional performance, rarely equaled, consistently exceeds all goals.</i>					
<b>Commitment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Always willing to go beyond expectations to see that a task is completed well.</i>					
<b>Attendance/Punctuality</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Days Absent _____ Days Late _____ Understands the importance of arriving on time, rarely absent from work.</i>					
<b>Initiative</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Resourceful, takes initiative instead of waiting to be directed, assumes responsibility.</i>					
<b>Communication/Listening Skills</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Does this student express ideas clearly both orally and in writing, listen well and respond appropriately?</i>					
<b>Dependability</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Conscientious and dependable, does not require constant supervision, excellent follow-through.</i>					
<b>Attitude</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Exceptionally positive, influences enthusiasm in others</i>					
<b>Cooperation with Others</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Continually goes out of the way to help others</i>					
<b>Overall Rating</b> (average the rating numbers above)	<input style="width: 50px; height: 20px;" type="text"/>				

### ADDITIONAL COMMENTS

---



---



---

Manager Signature		Date	
-------------------	--	------	--