**Employer Evaluation**

(1 = Poor to 5 = Excellent ; N/A = No opportunity to observe)

**Communication**

Oral communication is clear (please highlight your answer):

1 2 3 4 5 N/A

Oral communication is relevant (please highlight your answer):

1 2 3 4 5 N/A

Oral communication is organized (please highlight your answer):

1 2 3 4 5 N/A

Written communication is clear (please highlight your answer):

1 2 3 4 5 N/A

Written communication is relevant (please highlight your answer):

1 2 3 4 5 N/A

Written communication is organized (please highlight your answer):

1 2 3 4 5 N/A

Please provide examples (refer to the student's personal learning plan if applicable):

**Problem Solving and Decision Making**

Uses logic and intuition to define problems in a workable manner (please highlight your answer):

1 2 3 4 5 N/A

Takes a broad view when analyzing a problem and looks for meaningful connections (please highlight your answer):

1 2 3 4 5 N/A

Searches out new solutions or re-applies proven ideas and methods to new situations (please highlight your answer):

1 2 3 4 5 N/A

Evaluates the effectiveness of solutions and arrives at logical decisions (please highlight your answer):

1 2 3 4 5 N/A

Please provide examples (refer to the student's personal learning plan if applicable):

**Planning and Initiative**

Sets priorities logically in order to overcome obstacles; keeps moving towards objectives (please highlight your answer):

1 2 3 4 5 N/A

Schedules and organizes work efficiently (please highlight your answer):

1 2 3 4 5 N/A

Identifies and uses appropriate resources (please highlight your answer):

1 2 3 4 5 N/A

Thinks in terms of creating quality and value for internal and/or external clients (please highlight your answer):

1 2 3 4 5 N/A

Sets specific stretching objectives and consistently meets them (please highlight your answer):

1 2 3 4 5 N/A

Consistently goes above and beyond expectations (please highlight your answer):

1 2 3 4 5 N/A

Please provide examples (refer to the student's personal learning plan if applicable):

**Working Effectively with Others**

Respects and works effectively with diverse people (please highlight your answer):

1 2 3 4 5 N/A

Builds and maintains productive working relationships (please highlight your answer):

1 2 3 4 5 N/A

Works across the organization to develop the best results (please highlight your answer):

1 2 3 4 5 N/A

Contributes to the team in a fair and equitable manner (please highlight your answer):

1 2 3 4 5 N/A

Please provide examples (refer to the student's personal learning plan if applicable):

**Workplace Skills and Integration of Theory and Practice**

Adapts to office policies and etiquette (please highlight your answer):

1 2 3 4 5 N/A

Produces both a quantity and quality of relevant work (please highlight your answer):

1 2 3 4 5 N/A

Performs in an ethical manner (please highlight your answer):

1 2 3 4 5 N/A

Uses both what has been learned in the academic arena and the workplace to achieve goals (please highlight your answer):

1 2 3 4 5 N/A

Maximizes all learning opportunities (please highlight your answer):

1 2 3 4 5 N/A

Please provide examples (refer to the student's personal learning plan if applicable):

**Overall Performance**

Overall performance (please highlight your answer):

1 2 3 4 5

Areas of strength (please list 3):

Areas of development (please list 3):

Did the co-op/internship student meet minimum requirements of co-op work term hours of 455 hours (13 weeks/35 hours per week)? (please highlight your answer)

Yes No

Any additional comments?

I agree to share this employer evaluation with the co-op/internship student and I understand that the Mount Co-op Office will also share this evaluation form with the co-op student. (please highlight your answer)

Yes No