

NORTHERN KENTUCKY UNIVERSITY
STUDENT EMPLOYMENT
PERFORMANCE EVALUATION

Student Name: _____ SS# _____

Department Name: _____

Job Title or Description: _____

Time Period Evaluation 20____ [] Fall [] Spring [] Summer (CHECK ONE ONLY)

Evaluations are performed by the employee's supervisor to appraise his/her work performance for the designated period. Evaluations are to be discussed between the student and their supervisor. This allows the process to be a learning experience by indicating those areas which need attention and those areas which deserve commendation.

	OUTSTANDING	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	INADEQUATE	DOES NOT APPLY
QUALITY OF WORK	_____					
PRODUCTIVITY	_____					
COOPERATIVENESS	_____					
DEPENDABILITY	_____					
TACT & DIPLOMACY	_____					
FLEXIBILITY	_____					
INITIATIVE	_____					
RESPONSIBILITY	_____					
ATTITUDE	_____					
ABILITY TO WORK UNDER PRESSURE	_____					
RELATIONSHIP WITH SUPERVISORS	_____					
RELATIONSHIP WITH CO-WORKERS	_____					
SUPERVISOR'S COMMENTS	_____					
STUDENT'S COMMENTS	_____					

STUDENT'S SIGNATURE

DATE

SUPERVISOR'S SIGNATURE/TITLE

DATE

THE EMPLOYEE'S SIGNATURE DOES NOT NECESSARILY IMPLY AGREEMENT WITH THIS EVALUATION. IT DOES INDICATE THAT A COPY HAS BEEN RECEIVED BY THE EMPLOYEE AND THAT A PERFORMANCE EVALUATION INTERVIEW HAS BEEN CONDUCTED BY THE SUPERVISOR.

APPLICATION TO ANY NKU STUDENT EMPLOYMENT PROGRAM AUTHORIZES RELEASE OF THIS EVALUATION TO POTENTIAL ON-CAMPUS EMPLOYERS.