



**THINC College and Career Academy
Employer Evaluation Form**

STUDENT NAME / SCHOOL: _____

EVALUATION MONTH: _____

| Please evaluate the student on a scale of 1 to 5. Circle 1 rating for each element | | | 1 | 2 | 3 | 4 | 5 |
|--|--|--|--|--|---|---|---|
| | Element/Soft Skill | Behavior | Description of unacceptable performance (Seldom) | Description of mediocre performance (Sometimes) | Description of acceptable performance (Frequently) | Description of successful performance (Consistently) | Description of distinguished performance (Always) |
| T | Sense of Urgency Adaptability | Demonstrates a sense of urgency in all tasks; Adapts easily to changes in task and environment | Not working, has not begun task on time, does not make transitions | Slow to begin, off task, slow to make transitions | On task, prepared with materials ready, on time | Ahead of schedule on assignments and tasks | Begin tasks immediately, when task is completed, tries to improve for next time or improve own submission |
| | Attitude | Demonstrates appropriate tone and demeanor in all settings | Fights and/or verbally assaults others, self-centered | Some cooperation evident | Works through situations when conflicts occur | Talks calmly and rationally to compromise | Empathy, mediation, comes to solution |
| | Problem Solving | Perseveres when seeking innovative solutions to problems | Plays it safe all the time, no innovation | Occasionally innovative, but on the safe side | Thinks differently and is innovative, uses all available resources | Displays innovation and contributes to others' new ideas | Helps figure out new outlook, if wrong answer, looks for other applicable areas for the solution, comes up with new working solution |
| H | Communication | Communicates appropriately (verbal and nonverbal) in each setting and situation | Slouching or angry posture, argumentative, negative comments, whining | Negative self talk, negative peer communication, use of profanity | Pleasant and positive communication with others | Positive communication, accepts consequences and/or constructive criticism with grace | Helps others who are struggling with own attitude, stance, gestures, and is self-aware |
| | Respect | Demonstrates respect for self, others, and resources | Uses generally disrespectful language, refusal to allow others to speak | Occasionally disrespectful to others, only allows others to speak occasionally | Appropriate communication between peers and adults, allows open and fair discussion of topics | Appropriate communication between peers and adults, recognizes the importance of other people's views | Displays professional communication at all times with respect to all |
| I | Attendance | Present and on time to classes and extracurricular activities | Does not show, unreliable attendance | Often tardy and unprepared | Prepared and on time | Being present with mind and body, carefully considers absences, takes pride in attendance | Early for class and assignments, perfect attendance, always prepared |
| | Initiative Cooperation Teamwork | Self-motivated to ensure own success; Participates in class activities and discussions; shows initiative and develops win-win solutions; Demonstrates the ability to work well in a team environment | Refuses to communicate with others, does not give credit where credit is due, does not contribute to the group, uncooperative, never participates or contributes | Seldom participates and/or contributes, requires motivation to cooperate (we all require motivation) | Plays the expected role, only works with friends, sometimes participates and/or contributes | Works well with others, frequently participates and contributes while encouraging and validating classmates | Willing to be a leader, recognizes efforts of others above and beyond helping others, works with everyone, shows initiative in cooperative behavior |
| | Productivity | Demonstrates the ability to follow instructions and critically evaluate own work | No effort, submitted work has obvious errors, made no effort to follow instructions | Minor errors in work, makes minimal effort to follow instructions | Follows instructions, no errors in work | Follows instructions, no errors in work, clarifies instructions and details for classmates | Exceeds expectations of assignments, with no errors, anticipates and/or clarifies instructions for others |
| N | Appearance | Dresses appropriately for the environment | Obviously out of dress code, visual top or bottom cleavage, sagging pants, presents safety hazard | Minor dress code infractions, minor safety concerns | Meets dress code, meets professional standard for safety | Meets dress code, meets safety standards, encourages others to do so | Regularly exceeds dress code requirements, superior requirements of dress for success and safety, encourages others to do so |
| C | Attention to Details | Demonstrates care of THINC property and resources | Consistently fails to straighten up area, is destructive of property | Occasionally fails to clean up area | Cleans up individual messes | Cleans individual area and assists others with clean up | Cleans own area and assists others with clean up, improves facilities and property without being prompted |
| TOTAL | | | | | | | |

TOTAL POINTS EARNED: _____

EMPLOYER: _____

EMPLOYER SIGNATURE: _____