**Employer’s Evaluation of Work Experience**

We value your feedback and would very much appreciate your comments as it will help us to continually improve the work experience for employers and students.

Learner Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employer/Placement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- |
| **Evaluation Category** | **Grading** | | **Comments** |
| 1 Appearance | 1 Excellent |  |  |
| 2 Good |  |  |
| 3 Satisfactory |  |  |
| 4 Poor |  |  |
| 2 Attendance and Timekeeping | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 3 Motivation / enthusiasm | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 4 Ability to manage own time | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 5 Ability to seek guidance/help | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 6 Ability to fit into a working team. | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 7 Attitude to members of staff | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 8 Suitability as an employee | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| 9 Did you receive sufficient information in relation to work experience? | 1 Excellent |  |  |
| 2 Good |
| 3 Satisfactory |
| 4 Poor |
| **General Comments:** | | | |

Employer’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- |
| **Grading Guidance** | **Excellent** | You would consider this learner to potentially be an ideal employee |
| **Good** | This learner is of a standard to be considered as a suitable employee |
| **Satisfactory** | This learner would be considered suitable for employment or interview, but would need further development/training |
| **Poor** | This learner would need to concentrate on this area before you would consider interviewing/appointing him/her |