

**Work Experience Programme in Geomatics Engineering
Department of Geodesy and Geomatics Engineering
University of New Brunswick**

Employer's Evaluation of Student

Your participation in the Geomatics Engineering Work Experience Programme is appreciated and any comments would be welcome.

In order for the Department to assess the ability of the student to adapt to a working environment, the following evaluation of the student's performance is requested. Space has been provided for comments in general, but if they are warranted in a particular area, please insert additional information where appropriate.

This evaluation form (3 pages) should be completed and sent directly to the Co-Ordinator of the Programme, at the address below, preferably within two weeks after the termination of the student's employment.

Co-Ordinator of the Work Experience Programme
Department of Geodesy and Geomatics Engineering
University of New Brunswick
P.O. Box 4400
Fredericton, N.B.
Canada
E3B 5A3

phone: (506) 453 4698; fax: (506) 453 4943; e-mail: robert.kingdon@unb.ca

Thank you for your co-operation.

Student's name: _____

Employment: Starting date: _____ Ending date: _____

Work Experience Programme in Geomatics Engineering
Department of Geodesy and Geomatics Engineering, University of New Brunswick

Employer's Evaluation of Student

Employer's name and address: _____

Indicate your assessment in each area by marking the appropriate box. Indicate if a topic area is not relevant by marking "n/r".

Interest in work

- Very enthusiastic. Highly interested in job.
- More than average enthusiasm and interest.
- Average or satisfactory amount of enthusiasm and interest.
- Occasional enthusiasm. Spasmodic interest.
- Little enthusiasm or interest.

Initiative

- Self-starting. Looks for work to do. Asks for new assignments.
- Acts voluntarily in most cases.
- Acts voluntarily in routine matters.
- Relies on others. Must be told frequently what to do.
- Always waits to be told what to do.

Organization and planning

- Outstanding ability to plan and organize work.
- Usually adequate in planning or organizing.
- Average extent of planning and organizing.
- Frequently fails to plan and organize effectively.
- Consistently fails to plan and organize adequately.

Ability to learn

- Imaginative. Brilliant.
- Quick to learn.
- Average.
- Rather slow to learn.
- Very slow to learn.

Student's name: _____

Employment: Starting date: _____ Ending date: _____

Quality of work

- Very thorough in performance. Very infrequent errors.
- Usually thorough. Few errors.
- Usually passes review. Average number of errors.
- More than an average number of errors for a trainee.
- Careless manner in most work. Frequent errors.

Quantity of work

- Highly productive, compared to other student employees.
- More productive than expected, compared to other student employees.
- Productive to the extent expected of a student employee.
- Less productive than expected, compared to other student employees.
- Unproductive, compared to others.

Judgement

- Exceptional. Decisions based on thorough analyses of problems.
- Uses good common sense. Usually makes good decisions.
- Usually good judgement in routine circumstances.
- Often undependable judgement.
- Poor judgement. Reaches conclusions without sufficient knowledge.

Dependability

- Always dependable in any circumstance.
- Usually dependable in most circumstances.
- Dependable in routine matters.
- Somewhat unreliable. Requires more checking than average.
- Unreliable.

Relationship with others

- Always works in harmony with others. Excellent in team endeavours.
- Congenial and helpful. Works well with associates.
- Usually harmonious in routine circumstances.
- Difficult as a co-worker. Sometimes antagonistic.
- Frequently quarrelsome and causes friction.

Student's name: _____

Employment: Starting date: _____ Ending date: _____

Acceptance of suggestions and criticism

- Appreciative with prompt reaction to suggestions and criticism from supervisor.
- Willingly accepts suggestions and criticism.
- Accepts suggestions and criticism in a satisfactory manner.
- Reluctantly accepts suggestions and criticism.
- Resents suggestions and criticism from supervisor.

Neatness, dress, and manners for this particular work were

Appropriate Inappropriate

Attendance was Regular Irregular

Punctuality was Regular Irregular

Overall performance was

Outstanding Very good Average Marginal Unsatisfactory

Would you wish to have this student return for further employment?

Yes No

Comments on overall performance

Has this evaluation been discussed with the student? Yes No

Do you wish this evaluation to be kept confidential? Yes No

Rated by: _____

Position/Title: _____

Department _____

Date: _____ Signature: _____

Endorsed by: _____

Position/Title: _____

Department: _____

Date: _____ Signature: _____