

School-to-Work Employer Evaluation

Source: Western Washington STW Consortium

Please check which School-to-Career activity you are evaluating:

Mock Interview Informational Interview Job Shadow Mentorship Internship

Thank you for hosting a student at your work place. We are very interested in providing the most positive experience possible for both our employers and our students. I would appreciate your taking a few minutes to share your assessment of the experience. Your input will be very valuable as we work to assess and improve our program.

Host Name _____ Phone: _____

Company Name _____

Address _____ City _____ Zip _____

Student's Name _____

School Coordinator's Name & Phone Number _____

Date of Experience _____

Please circle the response which reflects your assessment based on the following scale:

5= excellent 4 = above average 3 = average 2 = below average 1 = poor

Date of Experience _____

Student Readiness

1. Punctuality - reported on time	5	4	3	2	1
2. Professional appearance	5	4	3	2	1
Clean and well-groomed	5	4	3	2	1
3. Conduct - appropriate behavior at work site	5	4	3	2	1
4. Communications					
Well-prepared	5	4	3	2	1
Related well to host and others	5	4	3	2	1
Asked pertinent questions	5	4	3	2	1
Demonstrated good listening skills	5	4	3	2	1
Showed interest in the experience	5	4	3	2	1

Business Ratings

1. Overall satisfaction with the experience	5	4	3	2	1
2. Your objectives were achieved	5	4	3	2	1
3. You would recommend this student for another similar experience	5	4	3	2	1
4. Level of student preparation for the experience	5	4	3	2	1

Do you have any suggestions for improving the program?

Comments: (Please feel free to offer any additional comments on the back of this form.)