

# COOPERATIVE WORK EXPERIENCE

CLATSOP COMMUNITY COLLEGE  
 1653 JEROME AVENUE  
 ASTORIA, OR 97103  
 (503) 338-2480  
 FAX (503) 325-5738  
 cwedirector@clatsopcc.edu



## EVALUATION OF AUTOMOTIVE WORK EXPERIENCE STUDENT

STUDENT \_\_\_\_\_ START DATE \_\_\_\_\_  
 JOB TITLE \_\_\_\_\_ END DATE \_\_\_\_\_  
 JOB SITE \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
 SUPERVISOR PHONE \_\_\_\_\_

Skill Evaluated	Needs Improvement	Average	Above Average	Outstanding	Does Not Apply
<b>Communication Skills:</b> Communicates orally and/or in writing in a clear and concise manner.					
<b>Dependability:</b> Reports to work regularly and on time					
<b>Initiative:</b> Works consistently without constant supervision or prompting.					
<b>Time Management:</b> Performs duties in a timely manner with concern for work scheduling.					
<b>Appearance:</b> Maintains a neat clean appearance with a respect for customer expectation.					
<b>Motivation:</b> Shows willingness to learn new tasks and improve current skills.					
<b>Fiscal Responsibility:</b> Demonstrates an awareness and concern for cost of customer repair work.					
<b>Professionalism:</b> Respects customer vehicles - regardless of their condition.					
<b>Attitude:</b> Displays a positive, service-orientated attitude while on the job					
<b>Safety:</b> Displays a healthy respect for safety issues, and compliance with rules/regulations.					

If you have not observed certain areas, please mark N/A.

See Page 2 ➔

**EVALUATION OF AUTOMOTIVE COOPERATIVE WORK  
EXPERIENCE STUDENT (continued)**



**EQUIPMENT USED IN THE WORKPLACE:**

---

---

---

---

---

**DID THE STUDENT MEET HER/HIS LEARNING OBJECTIVES FOR THE TERM?  
(See Learning Agreement)**

---

---

---

---

---

---

---

---

**WHAT ARE THE STUDENT'S STRENGTHS?**

---

---

---

---

---

---

---

---

**IN WHAT AREAS DOES THE STUDENT NEED TO IMPROVE?**

---

---

---

---

---

---

---

---

**WOULD YOU RECOMMEND THIS STUDENT FOR AN ENTRY LEVEL POSITION  
IN THIS FIELD? Yes \_\_\_\_ No \_\_\_\_.**

**SUPERVISOR'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_