DEPENDENT YOUTH EMPLOYMENT PROGRAM (DYEP)
STUDENT EVALUATION

NAVEUR NAVSUPPACT NAPLES 12308/2 (New 3-99)

Name of Employee	_____	SSN	_____
Office Assigned	_____	Position	_____
Period of Employment From	_____	To	_____
Supervisor	_____	Title	_____

Job Performance

Please rate the following skills by checking the appropriate column.

Description of Skill	S	U	N/A
Time Management -- Makes good use of time, prioritizes work, follows office schedule.			
Interpersonal Skills -- Performs as a team member, teaches others new skills, works to satisfy customers' expectations, works well with others from diverse backgrounds.			
Information Utilization -- Seeks to acquire and evaluate new information, communicates ideas, organizes and maintains files, uses computers to process data.			
Social and Organizational Systems -- Demonstrates understanding of social and organizational responsibility in the work place by his/her conduct. Shows respect for supervisors and co-workers, dresses appropriately, and makes adjustments when counseled by supervisor.			
Technical Knowledge -- Identifies equipment and tools for specific tasks, uses proper procedures for setup and operation of equipment, maintains, identifies, or solves problems with available equipment.			
Basic Skills -- Reading, writing, mathematics, speaking and listening.			
Thinking Skills -- Thinks creatively, makes decisions, solves problems, knows how to learn and listen.			
Personal Skills -- Responsible, self-confident, friendly, honest.			
Overall Rating -- What kind of employee has your *summer hire* worker been this summer?			

COMMENTS: _____

_____ _____

Student Date Supervisor Date