



**Evaluation for:** \_\_\_\_\_  
**Property Name:** \_\_\_\_\_

\_\_\_\_\_ Final Evaluation    \_\_\_\_\_ Early Departure

Please rate the above intern by circling the appropriate number next to each item. When rating intern, please measure the intern's improvement or decline in performance from their midpoint evaluation.

- Key:    5 – Greatly Improved  
           4 – Somewhat Improved  
           3 – No Improvement  
           2 – Somewhat Decline in Performance  
           1 – Failed to Improve at all

Quality of Work – Accuracy, thoroughness	5	4	3	2	1
Reliability – dependable, punctual, attendance	5	4	3	2	1
Ability to Learn – Grasps and retains new skills	5	4	3	2	1
Works independently	5	4	3	2	1
Works well under supervision	5	4	3	2	1
Team player – ability to work effectively with others	5	4	3	2	1
Quantity of Work – Volume, pace and effort	5	4	3	2	1
Responsible	5	4	3	2	1
Gets along with co-workers	5	4	3	2	1
Attitude – Willingness to accept assignments	5	4	3	2	1
Shows leadership	5	4	3	2	1
Drive/Determination	5	4	3	2	1
Professionalism	5	4	3	2	1
Competence – Applies experience and training	5	4	3	2	1
Follows instructions	5	4	3	2	1
Desire to learn	5	4	3	2	1
Accepts constructive criticism	5	4	3	2	1
Understands significance of training	5	4	3	2	1

If intern evaluation ratings are a 3 or below, please comment on why you feel there was a decline in performance.

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Supervisor's Name/Signature

\_\_\_\_\_  
 Supervisor's Email

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Intern Signature

\_\_\_\_\_  
 Date