

## Graduate Assistant Evaluation

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Appointment Period: \_\_\_\_\_

Key

U = Unsatisfactory  
 NI = Needs Improvement  
 S = Satisfactory

<b>Job Performance</b>	<b>U</b>	<b>NI</b>	<b>S</b>
Quality of work	1	2	3
Timeliness of task completion	1	2	3
Focused on assignments	1	2	3
Takes initiative in getting things done	1	2	3
Makes suggestions for improvement	1	2	3
Works well with other staff	1	2	3
Punctuality for work/follows work schedule	1	2	3
Overall	1	2	3

Comments:

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This evaluation has been reviewed by the graduate assistant and supervisor.

\_\_\_\_\_  
 Supervisor Signature                      Date

\_\_\_\_\_  
 Graduate Assistant Signature              Date