

Faculty of Science

Supervisor's evaluation of intern

Name of Monash intern: Host Company/Organisation: Name and position of Internship Supervisor:
--

For each dimension (row) please circle the most appropriate description of the performance of the intern (below expectations, as expected, above expectations)

	Below expectations	As expected	Above expectations
Professional conduct	Often fails to project a professional appearance	Normally projects a professional appearance	Exemplifies professional behaviour and sets standards for others
Learning attitude	Does not seek regular dialogue with colleagues to identify areas of learning and set professional development goals	Engages in regular dialogue with colleagues to identify areas of learning and set professional development goals	Shows consistent efforts to seek out additional sources of expertise to identify areas of growth and professional development
Fulfils expectations	Is consistently late with deadlines set, and/or the quality of work is lacking	Requirements are consistently met and deadlines are adhered to	Requirements are met above expectations regarding quality and completion time.
Works collaboratively	Displays little positive interactions with others. Is unable to resolve conflict in a mature manner.	Displays positive interactions with others. Resolves conflict in a mature manner.	Inspires positive interactions with others. Responds in a mature manner to prevent or resolve conflict.
Initiative	Displays little motivation in interactions. Is generally unwilling or unable to create solutions to problems when instructed	Displays motivation in most interactions. Create solutions to problems when instructed.	Displays motivation in all interactions. Create solutions to problems with no instruction.

Internship Supervisor's comments on required areas for improvement:

Internship Supervisor's signature:

Date: