

Intern Self-Evaluation

STEPHEN F. AUSTIN STATE UNIVERSITY • CAREER SERVICES

Your Name: _____ Date: _____

Organization: _____ Semester/Year: _____

Supervisor: _____ Location: _____

Please rate the following aspects regarding your performance during the internship experience on the basis of this scale:

1: Poor 2: Fair 3: Good 4: Excellent

Competence in the Job

Decision-making skills	1	2	3	4
Organizational skills	1	2	3	4
Problem-solving skills	1	2	3	4
Productivity	1	2	3	4
Initiative	1	2	3	4

Professionalism

Personal appearance	1	2	3	4
Attitude	1	2	3	4
Punctuality	1	2	3	4
Dependability	1	2	3	4
Confidentiality	1	2	3	4
Adaptability	1	2	3	4

Interpersonal Relations

Staff relations	1	2	3	4
Client/Customer relations	1	2	3	4
Empathy	1	2	3	4
Cooperation	1	2	3	4
Friendliness	1	2	3	4
Verbal communication	1	2	3	4
Written communication	1	2	3	4

Personal Attributes

Creativity	1	2	3	4
Enthusiasm	1	2	3	4
Persistence	1	2	3	4
Assertiveness	1	2	3	4
Stability	1	2	3	4
Self-motivation	1	2	3	4
Desire to learn	1	2	3	4

Your Strengths:

Suggestions for Improvement:

Noteworthy Observations / Specific Assignments:
