

Porterville College Work Experience

Students Name: _____ Student ID @00 _____

Place of Employment: _____ Supervisor's Name: _____

Employer's Address: _____ Supervisor's Phone: _____

Week 1

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 2

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 3

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 4

Date	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Evaluation on Back

Turn In every 4 weeks

Total Hours on Sheet	
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Employee Evaluation (To be completed by Supervisor)

Porterville College Work Experience

Please rank student's on-the-job performance on a scale of 1-5 with 5 being your highest rank.

Appearance	_____
Attitude	_____
Communication	_____
Decision Making	_____
Dependability	_____
Quality of Work	_____

Student's Signature

Supervisor's Signature

Turn In ever 4 weeks!

Can be mailed to :

Porterville College
Attn: Work Experience
100 East College Ave,
Porterville, CA 93257

Porterville College Work Experience

Students Name: _____ Student ID @00 _____

Place of Employment: _____ Supervisor's Name: _____

Employer's Address: _____ Supervisor's Phone: _____

Week 5

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 6

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 7

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 8

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Evaluation on Back

Turn In every 4 weeks

Total Hours on Sheet	
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Porterville College Work Experience

Employee Evaluation (To be completed by Supervisor)

Please rank student's on-the-job performance on a scale of 1-5 with 5 being your highest rank.

Appearance _____
Attitude _____
Communication _____
Decision Making _____
Dependability _____
Quality of Work _____

Student's Signature

Supervisor's Signature

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Students Name: _____ Student ID @00 _____

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Employer's Address: _____ Supervisor's Phone: _____

Week 9

Date	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 10

Date	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 11

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 12

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Evaluation on Back

Turn In every 4 weeks

Total Hours on Sheet	
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Employee Evaluation (To be completed by Supervisor)

Porterville College Work Experience

Please rank student's on-the-job performance on a scale of 1-5 with 5 being your highest rank.

Appearance	_____
Attitude	_____
Communication	_____
Decision Making	_____
Dependability	_____
Quality of Work	_____

Student's Signature

Supervisor's Signature

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Employer's Address: _____ Supervisor's Phone: _____

Week 13

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 14

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 15

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Week 16 - Estimated Hours

	Date	Time In	Time Out	Task	Total Hours
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Total Hours					

Evaluation on Back

Turn In every 4 weeks

Total Hours on Sheet	
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Employee Evaluation (To be completed by Supervisor)

Porterville College Work Experience

Please rank student's on-the-job performance on a scale of 1-5 with 5 being your highest rank.

Appearance	_____
Attitude	_____
Communication	_____
Decision Making	_____
Dependability	_____
Quality of Work	_____

Student's Signature

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