

# SIR WINSTON CHURCHILL SECONDARY SCHOOL

## STUDENT INTERVIEW FORM

This Student Interview Form must be completed by the Co-op. Employer and returned to Mr. Hinton the day after your interview.

Student Name:	School
Name of Business:	
Contact Person:	
Phone:	Interview Time:

### EMPLOYER'S REPORT OF STUDENT JOB INTERVIEW

Co-op Employer, please complete this report using the following rating system:

Excellent (5)                  Very Good (4)                  Good (3)                  Fair (1)                  Unacceptable (0)

ITEM	RATING	COMMENTS
Student Arrival	Punctual <span style="float: right;">5   4   3   2   1   0</span>	
	Handshake <span style="float: right;">5   4   3   2   1   0</span>	
	First Impression <span style="float: right;">5   4   3   2   1   0</span>	
During Interview	Appearance <span style="float: right;">5   4   3   2   1   0</span>	
	Prepared (Resume, etc.) <span style="float: right;">5   4   3   2   1   0</span>	
	Posture <span style="float: right;">5   4   3   2   1   0</span>	
	Eye Contact <span style="float: right;">5   4   3   2   1   0</span>	
	Responses <span style="float: right;">5   4   3   2   1   0</span>	
	Interest Level <span style="float: right;">5   4   3   2   1   0</span>	
	Involvement <span style="float: right;">5   4   3   2   1   0</span>	
Personal Characteristics	Alert, Enthusiastic <span style="float: right;">5   4   3   2   1   0</span>	
	Friendliness <span style="float: right;">5   4   3   2   1   0</span>	
	Maturity <span style="float: right;">5   4   3   2   1   0</span>	
	Positive Attitude <span style="float: right;">5   4   3   2   1   0</span>	
	Manners <span style="float: right;">5   4   3   2   1   0</span>	
	Voice Projection <span style="float: right;">5   4   3   2   1   0</span>	
	Vocabulary and Grammar <span style="float: right;">5   4   3   2   1   0</span>	
Resume	Neat and well organized <span style="float: right;">5   4   3   2   1   0</span>	
	Complete in detail <span style="float: right;">5   4   3   2   1   0</span>	
	Accuracy <span style="float: right;">5   4   3   2   1   0</span>	
	Suitable for Interview <span style="float: right;">5   4   3   2   1   0</span>	
General Comments		

Signature of Interviewer: \_\_\_\_\_ Date: \_\_\_\_\_