

Berufsfachschule für Hotel- und Tourismusmanagement

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Assessment of trainee

trainee	Practical training company	Period from to
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Mr/Ms _____ worked for the practical training company for a period of weeks. His/Her main tasks were:

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General assessment: Mr / Ms			
<input type="checkbox"/> always performed the tasks assigned to our full satisfaction. <input type="checkbox"/> performed the tasks assigned to our full satisfaction. <input type="checkbox"/> performed the tasks assigned to our satisfaction. <input type="checkbox"/> mostly performed the tasks assigned to our satisfaction. <input type="checkbox"/> performed the tasks assigned. <input type="checkbox"/> always tried to perform the tasks assigned to our satisfaction. <input type="checkbox"/> tried to perform the tasks assigned to our satisfaction.			
Professional competence: Mr / Ms			
<input type="checkbox"/> mastered the tasks perfectly.	<input type="checkbox"/> mastered the tasks above average.	<input type="checkbox"/> was able to meet the demands.	<input type="checkbox"/> was mostly able to meet the demands.
<input type="checkbox"/> managed all situations reliably and without any difficulty.	<input type="checkbox"/> worked independently.	<input type="checkbox"/> mostly worked independently.	<input type="checkbox"/> showed some uncertainties.
Quality of work done: Mr / Ms			
<input type="checkbox"/> always worked extremely carefully and accurately.	<input type="checkbox"/> always worked carefully and accurately.	<input type="checkbox"/> worked carefully and accurately.	<input type="checkbox"/> mostly worked carefully.
Willingness to work: Mr / Ms			
<input type="checkbox"/> always took the initiative and always worked hard and enthusiastically.	<input type="checkbox"/> took the initiative and worked hard.	<input type="checkbox"/> always worked hard.	<input type="checkbox"/> performed the tasks assigned.
<input type="checkbox"/> worked much more than one could have expected.	<input type="checkbox"/> worked more than one could have expected.	<input type="checkbox"/> performed the tasks as expected.	<input type="checkbox"/> mostly performed the tasks as expected.
<input type="checkbox"/> was always interested in improving his/her knowledge.	<input type="checkbox"/> was interested in the tasks.	<input type="checkbox"/> thought his tasks through.	<input type="checkbox"/> asked questions when problems arose.
Social behaviour: Mr / Ms			
<input type="checkbox"/> was always extremely helpful.	<input type="checkbox"/> was always helpful.	<input type="checkbox"/> was helpful.	<input type="checkbox"/> was mostly helpful.
<input type="checkbox"/> always encouraged cooperation.	<input type="checkbox"/> was prepared to cooperate.	<input type="checkbox"/> liked working with others.	<input type="checkbox"/> was mostly prepared to work with others.

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Place, Date

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Signature of practical training company