

Level 5 Work Experience 5N1356 - Supervisor's Report

Learners Name: _____ Centre/School Name: _____ Tel No: _____

Organisation/Company Name: _____ Supervisor's Name: _____ No of days worked: _____

Guidelines: This report forms an important part of the overall assessment of Level 5 Work Experience 5N1356 for FETAC certification. It should be completed by a supervisor/manager who has observed the Learner in the workplace. The Workplace Supervisor/Manager should indicate the Learner's performance by placing a tick for each of the criteria under one of the headings. *Excellent should only be used in cases of outstanding performance*

Criteria	Excellent	Very Good	Good	Satisfactor y	Unsatisfactor y	Unable to Assess	Supervisor/Assessor Comments
Observation of good timekeeping							Brief description of work undertaken by Learner Any comments or suggestions on work experience arrangements Any other comments
Working independently while under general direction							
Meeting deadlines							
Personal presentation							
Adherence to health, safety and other relevant regulations							
Demonstrate effective personal communication skills							
Demonstrate effective interpersonal communication skills							
Demonstrate effective technological communication skills							

Learner Signature: _____ Date: _____

Signature of Workplace Supervisor: _____ Date: _____

Signature of Assessor: _____ Date: _____