



SEF's Suryadatta Institute of Business Management and Technology (SIBMT)



Student On the Job Training (OJT) Project Feedback

Company (Name): _____

Company (Address): _____

Company Project Guide /HR: _____

Department: _____ Designation: _____

Contact No: _____ Email Address: _____

Name of OJT intern: _____

Specialization: _____

Kindly rate the OJT trainee performance on the following parameters:

(1: Very poor 2: Poor, 3: Needs improvement, 4: Average, 5: Satisfactory, 6: Good, 7 Excellent)

S. N.	Parameter	1	2	3	4	5	6	7
1	Punctuality							
2	Dressing sense							
3	Work ethics							
4	Initiative for learning							
5	Discipline							
6	Competence							
7	Team spirit							
8	Communication Skills							
9	Innovativeness / Creativeness							
10	Analytical Skills							
11	Ability to meet deadlines							
12	Any other parameter,.....							
13	Overall Performance – Meeting company's expectations							

What are your expectations from OJT interns?

Any other comments/ suggestions:

Signature of the company guide:

Date: