



## The Restaurant School at Walnut Hill College

### Competency and Skill Attainment Evaluation Rubric

#### Supervisor Instructions

Once a student's internship is complete, the supervisor will utilize the evaluation rubric below detailing the student's skill attainment and competency as a professional working in the industry. Your feedback is an invaluable part of our student's education. Please review all areas detailed below that pertain to your site and our student's achievement of the applicable learning objectives and competencies listed. Students will present their supervisors with the Career Services Internship Evaluation Form matching this rubric upon completion of their total internship hours.

**Ratings:** 4 = Excellent    3=Good    2 = Fair    1= Poor    NA= Not Applicable

<b>General Competencies</b>	4	3	2	1	NA
Arrives on time.					
Maintains dress code and proper grooming.					
Displays appropriate professional conduct and courtesy.					
Demonstrates ability to complete tasks in a timely manner.					
Works well with other staff members.					
Takes initiative and seeks out new learning experiences.					
Accepts instruction & constructive criticism from supervisors.					

<b>Culinary Arts</b>	4	3	2	1	NA
Demonstrates the following cooking techniques used for meats, poultry, fish, vegetables and farinaceous products.					
Demonstrates use/care for tools and equipment including proper breakdown, cleaning and safety.					
Practices proper methods of sanitation.					
Demonstrates proper knife skills.					
Demonstrates proper finishing and presentation techniques.					
Demonstrates proper preparation of mother sauces and derivatives.					
Demonstrates proper oven cooking techniques.					
Demonstrates proper stove top skills.					
Demonstrates proper frying techniques.					



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<b>Pastry Arts</b>	4	3	2	1	NA
Demonstrates use/care for tools and equipment including proper breakdown, cleaning and safety.					
Practices proper methods of sanitation.					
Demonstrates proper finishing and presentation techniques.					
Demonstrate preparation of cakes and tortes.					
Demonstrate baking of pastries.					
Demonstrate preparation of frozen desserts.					
Demonstrate preparation of advanced pastry work (including chocolate, sugar, and marzipan.)					

<b>Hotel Management Competencies</b>	4	3	2	1	NA
Demonstrates understanding of communication between departments.					
Demonstrate understanding of delivering quality customer service despite fluctuations in volumes of customers.					
Understand principles of staffing service crew in relation to volume to effectively control labor cost.					
Displays understanding of key components of event planning.					
Demonstrates leadership and positive team building qualities.					

<b>Restaurant Management Competencies</b>	4	3	2	1	NA
Demonstrates understanding of communication between the front of the house and back of the house.					
Demonstrate understanding of delivering quality customer service despite fluctuations in volumes of customers					
Understand principles of staffing service crew in relation to volume to effectively control labor cost.					
Displays understanding of key components of inventory control.					
Demonstrates leadership and positive team building qualities.					



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**List Examples of the Student's Strengths**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**List next-step learning objectives for the student and/or where improvement is needed**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Additional Comments**

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Supervisor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you Very Much for participating in our internship program! We greatly appreciate your willingness to share your time and expertise with the next generation of professionals.**