STUDENT EMPLOYMENT WARNING FORM

COLBY-SAWYER COLLEGE
THE HARRINGTON CENTER FOR CAREER DEVELOPMENT

WARNING: Notice of unsatisfactory job performance.

These aspects of your work are unsatisfactory:

This is what you must do to regain your good standing:

In signing this document, you are acknowledging that a judgment has been made that your work is unsatisfactory, and you are being informed of what it is you must do for your job performance to be judged satisfactory. Your employment may be terminated if your job performance does not improve.

Employee Signature  Date

Supervisor Signature  Date

(Supervisor: If more space is needed to document the particulars of the case, attach a separate sheet to this document. Keep the original and give copies to the employee and to the Harrington Center for Career Development.)