

**PAN ATLANTIC SMS GROUP
J-1 Visa Program
Trainee/Supervisor Interim Evaluation**

The purpose of this evaluation is to gather information from the trainee and the supervisor regarding the training experience. We encourage the trainee and the supervisor to complete this form together, which will allow each party to be aware of areas of strength and improvement. Please return the completed evaluations to Pan Atlantic SMS Group within 7 days.

Participant Name: Aine Cronin	
Host Property: RiRa Irish Restaurant and Pub, Portland	Position:
Supervisor Name:	

TRAINEE SECTION:

Please Rate the following items on a scale of 1 to 4. Anything rated 3 or more should be explained in the Comments Box provided below.

1 = Strongly Agree 2 = Somewhat Agree 3 = Somewhat Disagree 4 = Strongly Disagree N/A= Not Applicable

EVALUATION OF HOST PROPERTY:

	1	2	3	4	N/A
My host property/supervisor has helped me with my arrival plans to the US	○	○	○	○	○
My host property/supervisor has helped me with the transition to the US	○	○	○	○	○
My host property/supervisor has helped me understand US culture and customs	○	○	○	○	○
My host property/supervisor helped me find a place to live in the United States	○	○	○	○	○
My training plan and schedule are being followed	○	○	○	○	○
My supervisor shows interest in my progress	○	○	○	○	○
It has been relatively easy for me to communicate with my colleagues, supervisors and customers	○	○	○	○	○
I am building a strong work relationship with my supervisor and colleagues	○	○	○	○	○
My experience with my host property and supervisor has been good	○	○	○	○	○
I would recommend my host property to future applicants	○	○	○	○	○
Pan Atlantic has been responsive to my requests for information and questions	○	○	○	○	○

Does your training experience still meet your expectations? YES NO

ABOUT ME:

	1	2	3	4	N/A
I am meeting my training objectives	○	○	○	○	○
I am learning new skills	○	○	○	○	○
I am building on my existing skills	○	○	○	○	○
I am improving my English language skills	○	○	○	○	○

What has been your area of greatest achievement? (Please check any that apply)

- Improved English Skills Career-related knowledge Understanding of American Culture Other (list below)

Additional Comments:

Trainee Signature: _____

Date: _____

HOST PROPERTY SECTION:

Please Rate the following items on a scale of 1 to 4. Anything rated 2 or less should be explained in the Comments Box provided below.

1 = Strongly Agree 2 = Somewhat Agree 3 = Somewhat Disagree 4 = Strongly Disagree N/A= Not Applicable

EVALUATION OF THE TRAINEE

	1	2	3	4	N/A
Trainee is cordial and pleasant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee's personal appearance is neat and appropriate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee is punctual	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee's attendance is good	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee is dependable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee works well under pressure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee has good decision-making skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee has good leadership skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee shows independence and initiative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee's attitude towards assigned duties is good	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee applies skills to duties assigned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The quality of the trainee's work is high and productivity is good	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee shows proficiency on the computer system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee demonstrates strong knowledge of department operations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee adapts well to changes in the work environment and schedules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee has adequate communication skills and command of the English language	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainee has good client, vendor and employee relations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The trainee has been meeting the expectations laid out in the training plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Having this trainee has been beneficial to my business	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, this trainee's performance is good	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

EVALUATION OF PAN ATLANTIC SMS GROUP

	1	2	3	4	N/A
Pan Atlantic was helpful in answering my initial questions about the J-1 visa process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Materials provided by Pan Atlantic were clear and useful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pan Atlantic was efficient in processing the visa paperwork	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pan Atlantic communicated with the host property to keep us informed about the trainee's progress	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I would recommend Pan Atlantic to colleagues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I plan to use Pan Atlantic for future J-1 visa applicants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please describe the trainee's contribution to your company:

In your opinion, what are the benefits that the trainee has gained by training at your property?

Additional Comments:

Supervisor Signature: _____

Date: _____

