

**Structured on the Job Training (S-OJT) Evaluation form for MDP Trainees**

**MDP Form 03- (*To be filled by Trainee*)**

S-OJT Period Covered from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Trainee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place/Area of Training\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Multichannel)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department** | **Evaluation Criteria** | **Training Period** | | **Name of Responsible** | | **Points of Evaluation** | | | | | |
| **from** | **to** | **Mentor** | **Checker** | **Not Enough (1)** | **Enough (2)** | **Good (3)** | **Very Good (4)** | **Excellent (5)** | **any Remark** |
| Multi Channel | Dispute Management |  |  |  |  |  |  |  |  |  |  |
| Local Card Transaction Reconciliation |  |  |  |  |  |  |  |  |  |  |
| Int’l Card Transaction reconciliation |  |  |  |  |  |  |  |  |  |  |
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1. As a Trainee how knowledgeable you become after S-OJT in regards to the below areas?
2. Pls. explain how properly you become acquainted with the leadership skill through coaching and mentoring during your training period in this department. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Train

ee’s Name and Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_