Trainer Performance Evaluation Points

"You will be provided with the experience certificate based on all these points."

1. **Punctuality**
   - Opening the gym on time.
   - Starting and finishing the batch on time.
   - Record of being late or absent.
2. **Member Interaction**
   - Treating members with respect and being helpful.
   - Listening to their problems and providing solutions.
   - Asking for feedback after the batch.
3. **Professionalism**
   - Active and focused during the batch.
   - Avoiding sitting in the office during batch hours.
   - Adhering to gym rules and discipline.
4. **Safety and Responsibility**
   - Ensuring the proper use of gym equipment.
   - Taking responsibility for the safety of members.
   - Acting quickly in case of injury or emergency.
5. **Batch Quality**
   - Providing variety and effective exercises in the batch.
   - Teaching proper technique to the members.
   - Maintaining the energy and enthusiasm during the batch.
6. **Member Progress**
   - Helping members make progress in their fitness journey.
   - Providing personalized suggestions to each member.
7. **Adherence to Gym Rules**
   - Ensuring members follow gym rules like fingerprint entry.
   - Maintaining security of gym entrances and equipment.
8. **Dress Code and Grooming**
   - Adhering to the gym's dress code.
   - Maintaining personal cleanliness and good presentation.
9. **Feedback from Members**
   - Taking regular feedback from members.
   - Implementing changes based on feedback to improve.
10. **Maintaining Gym Image**

- Keeping the gym clean, organized, and positive.
- Contributing to maintaining a good gym environment.

11. **Customer Engagement**

- Engaging and motivating members to stay consistent with their workout.
- Welcoming new members and starting their training properly.

12. **Communication Skills**

- Communicating effectively and clearly with members.

- Explaining exercises in a simple and understandable way.
- Listening to and addressing members' concerns.

13. **Goal Setting and Progress Tracking**

- Setting fitness goals for each member.
- Tracking and updating their progress regularly.
- Adjusting strategies for members who are not reaching their goals.

14. **Flexibility**

- Willing to work extra shifts in case of emergencies.
- Adapting training based on the individual needs of members.

15. **Knowledge of Latest Trends**

- Keeping up-to-date with new workout trends and techniques.
- Incorporating new and exciting ways to keep the classes interesting.

16. **Problem-Solving Skills**

- Addressing and resolving issues raised by members quickly.
- Reporting and repairing any faulty equipment.

17. **Member Retention**

- Keeping track of how many members stay because of your training.
- Retaining members by enhancing their overall experience.

18. **Teamwork**

- Collaborating effectively with other trainers and staff members.
- Solving problems as a team and supporting colleagues.

19. **Personal Fitness Performance**

- Staying fit and healthy as a role model for the members.
- Demonstrating good fitness habits within the gym environment.

20. **Gym Equipment Maintenance**

- Ensuring that gym equipment is well-maintained and functional.
- Teaching members how to use the equipment safely and correctly.

21. **Workout Plan Design**

- Designing personalized workout plans for members based on their needs.
- Adjusting the workout plan as needed based on member progress.

22. **Handling Emergencies**

- Being quick to respond in case of injury or medical emergency.
- Knowledge of first aid and applying it in emergency situations.

23. **Culture and Cleanliness**

- Maintaining a positive and clean environment within the gym.
- Addressing any cleanliness issues immediately.

24. **Reporting and Documentation**

- Keeping track of member attendance, progress, and batch reports.
- Providing timely and accurate reports regarding batches and member progress.

25. **Accepting Feedback**

- Receiving constructive criticism positively from both seniors and members.
- Actively working on improving based on feedback.

26. **Time Management**

- Managing time effectively during batches.
- Balancing workout sessions, breaks, and member engagement appropriately.

27. **Gym Promotion**

- Informing members about gym promotions, services, and special offers.
- Contributing to the promotion of the gym in a positive manner.

28. **Digital Skills**

- Utilizing fitness apps, digital tools, and social media effectively.
- Assisting in the gym's digital marketing efforts.

29. **Customer Review Score**

- Gathering regular reviews and feedback from customers.
- Responding positively to both good and bad reviews.

30. **Staff Training**

- Helping train new staff members or interns when needed.
- Sharing knowledge and skills with other trainers.