

Consulting Effectiveness Assessment

Date: [Insert Date]

To: [Consultant's Name]

From: [Your Name]

Subject: Consulting Effectiveness Assessment Report

Dear [Consultant's Name],

We appreciate the effort and dedication you have shown during the consulting period concluded on [Insert End Date]. As part of our commitment to continuous improvement, we have conducted an assessment of your performance as our consultant.

Assessment Overview

The following criteria were assessed:

- Understanding of Project Goals
- Communication Skills
- Problem-Solving Abilities
- Timeliness of Deliverables
- Overall Impact on Project Success

Findings

The assessment yielded the following insights:

1. [Insight 1]
2. [Insight 2]
3. [Insight 3]

Recommendations

To enhance future engagements, consider the following recommendations:

- [Recommendation 1]
- [Recommendation 2]

Thank you for your contributions. We look forward to working together in the future.

Sincerely,

[Your Name]
[Your Position]
[Your Company]