

[CTC-HRO-PTPP-Recuritment-7.8.5-c-058-IF/NN] [Reference Check Form-August 2023]

Professional Reference Check

Name of the person for which reference is provided:	Ghazanfar Akbar	Organization of referee:	RIZ Consulting		
Name of Referee:	Basit Iqbal	Date of Reference	01/3/2024		
Designation of Referee	Office Facility Manager	Signature of Referee			

Please complete the sections below and return the filled and signed reference form to the Human Resource Department of CHIP Training and Consulting via email or surface mail (hriringassociate.karachi@chipconsulting.org) or CTC Office # 201, Business Avenue, Karachi, Pakistan.

Tick the mentioned rating for the recommended person:

Professional/personal qualities	Out-Standing	Above Satisfactory	Satisfactory	Not Satisfactory	Unknown
Quality of work		✓			
Ability to work with others	✓				
Flexibility/adaptability to change		✓			
Punctuality		✓			
Communication-oral/written	✓				
Attitude		✓			
Judgment		✓		N	
Initiative/Leadership		✓			
Achievements		✓			
Overall Performance	2	7		-	

n ado	dition, please provide the requested information below:
1.	I have known the applicant.
As:	supervisor since Dec 2022
2.	What was the applicant's position in your organization?
Dat	a Entry Officer
3.	Was there any harassment or unprofessional misconduct conduct (Sexual exploitation, sexual abuse, or
	sexual harassment) complaint lodged against the employees by the public or other employees during the
	period of employment?
No	
4.	If the answer to question 3 is positive, please explain the nature and outcome.
N/A	
5.	Was the person engaged in any professional misconduct that may pose a risk to the safety of children and
	vulnerable groups/adults?
No	
6.	If the answer to question 5 is positive, please explain the nature and outcome.
N/A	
7.	Has any disciplinary action or investigation been taken against the person
No	
8.	Would you re-hire him/her if a vacancy existed in your organization?
Yes	
9.	Would you recommend the applicant for this position?
Yes	