

Professional Reference Check

Name of the person for which reference is provided:

Ahsan Ali Shah

Organization of referee:

Name of Referee:

Shazia Ansoori

Date of Reference

2/4/24

Designation of Referee

DCO

Signature of Referee

*Shazia*

Please complete the sections below and return the filled and signed reference form to the Human Resource Department of CHCP Training and Consulting via email or surface mail ([hr.associate@chcpconsulting.org](mailto:hr.associate@chcpconsulting.org)) or CTC House 1, Street 9, G-8-2, Islamabad, 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			✓		
Initiative/Leadership			✓		
Achievements			✓		
Overall Performance			✓		

In addition, please provide the requested information below:

- I have known the applicant  
As supervisor: Shazia Other (Please specify) \_\_\_\_\_
- What was the applicant's position in your organisation?  
CHW
- 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?  
Yes \_\_\_\_\_ No ✓
- If the answer to question 3 is positive, please explain the nature and outcome.  
Sexual Exploitation \_\_\_\_\_ Sexual Harassment \_\_\_\_\_ Sexual Abuse \_\_\_\_\_
- Was the person engaged in any professional misconduct that may pose a risk to the safety of children and vulnerable groups/adults?  
Yes \_\_\_\_\_ No ✓
- If the answer to question 5 is positive, please explain the nature and outcome.  
Sexual Exploitation \_\_\_\_\_ Sexual Harassment \_\_\_\_\_ Sexual Abuse \_\_\_\_\_
- Has any disciplinary action or investigation been taken against the person?  
Yes \_\_\_\_\_ No ✓
- Would you re-hire him/her if a vacancy existed in your organisation?  
Yes ✓ No \_\_\_\_\_
- Would you recommend the applicant for this position?  
Yes ✓ No \_\_\_\_\_



[CTC - HRO - PTPP - Recruitment & Selection - 7.8.5-c-037]  
[Field Joining Form - Jan 2020]

## CHIP TRAINING & CONSULTING

### JOINING REPORT BY A NEW EMPLOYEE

Name of the Employee	Syed Ahsan Ali Shah
Position appointed to	CHW
Department and/or Location of appointment	CBN HMC
CNIC#	17301-4902990-9
CNIC Expiry Date	25.07.2032
Date of Joining	1.4.2024
Date and Ref. No. of appointment letter	
Supervisors Comments	Syed Ahsan Ali Shah is hardworking and previously he worked with us as a good team member and has a strong IPC skills.
Supervisors Signature	Sana Uddin

