

Professional Reference Check

Name of the person for which reference is provided : *Sheela CTC HD*

Name of Referee: *CTC HD*

Designation of Referee: *CTC HR*

Date of Reference: *16/5/24*

Signature of Referee: *[Signature]*

Organization 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 (hr.associate@chipconsulting.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-----Other (Please specify)-----
2. What was the applicant's position in your organisation?
- 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-----
7. 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-----

Final Candidate

Professional Reference Check

Name of the person for which reference is provided : **Hussain Zeba**
 Name of Referee: **CTC HR**
 Designation of Referee: **CTC HR**
 Date of Reference: **16/5/24**
 Signature of Referee: *[Signature]*
 Organization of referee:

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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:

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

Best Candidates

Professional Reference Check

Name of the person for which reference is provided: *Majid*
Name of Referee: *CTC HR*
Designation of Referee: *CTC HR*
Date of Reference: *16/5/24*
Signature of Referee: *[Signature]*

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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-----Other (Please specify)-----
- What was the applicant's position in your organisation?
- 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-----

Fresh candidates

Professional Reference Check

Name of the person for which reference is provided : *Saima Fawad*
 Name of Referee: *CTC HR*
 Designation of Referee: *CTC HR*
 Date of Reference: *16/5/24*
 Signature of Referee: *[Signature]*

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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-----Other (Please specify)-----
- What was the applicant's position in your organisation?
- 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-----

Fresh Candidate

Professional Reference Check

Organization of referee:

Name of the person for which reference is provided:

Shokida Bibi

Name of Referee:

CTC HR

Designation of Referee

CTC HR

Date of Reference

16/5/24

Signature of Referee

[Signature]

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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-----Other (Please specify)-----
2. What was the applicant's position in your organisation?
- 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-----

Fresh candidate

Umar Bader

Professional Reference Check
Organization of referee:

Name of the person for

which reference is

provided :

Sana HR
CTC HR
CTC HR

Name of Referee:

Designation of Referee

Signature of Referee

Date of Reference

16/5/24

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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:

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

Posh candidate

Professional Reference Check

Name of the person for which reference is provided:

Name of Referee: *Hira*

Designation of Referee: *OTC HR*

Date of Reference: *15/5/24*

Signature of Referee: *[Signature]*

Organization 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 (hr.associate@chipconsulting.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:

1. I have known the applicant
As supervisor-----Other (Please specify)-----
2. What was the applicant's position in your organisation?

3. Was there any harassment or professional misconduct (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-----

4. If the answer to question 3 is positive, please explain the nature and outcome.
Sexual Exploitation-----Sexual Harassment-----Sexual Abuse-----

5. Was the person engaged in any professional misconduct that may pose a risk to the safety of children and vulnerable groups/adults?
Yes-----No-----

6. If the answer to question 5 is positive, please explain the nature and outcome.
Sexual Exploitation-----Sexual Harassment-----Sexual Abuse-----

7. Has any disciplinary action or investigation been taken against the person
Yes-----No-----

8. Would you re-hire him/her if a vacancy existed in your organisation?
Yes-----No-----

9. Would you recommend the applicant for this position?
Yes-----No-----

Fresh Candidate

Professional Reference Check

Name of the person for which reference is provided : *Ms. Sabiha Gul*
 Name of Referee: *CTC HR*
 Designation of Referee: *CTC HR*
 Date of Reference: *16/5/24*
 Signature of Referee: *Sabiha Gul*
 Organization 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 (hr.associate@chipconsulting.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-----Other (Please specify)-----
- What was the applicant's position in your organisation?
- 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-----

Fresh Candidate