

AFFIX  
REFEREE'S  
PASSPORT  
  
HERE

REFERENCE CHECK

EMPLOYEE/CANDIDATE NAME: \_\_\_\_\_

Any information given will be treated in the strictest of confidence. The Referee should attach a copy of his Passport Photograph and a photocopy of any of the following: **Work ID, Drivers' License, Permanent Voters Card, International Passport or National ID Card. Referees should not be Guarantors, Relatives or Students.**

1	What is your relationship with the candidate?	(a) Colleague (b) Line Manager (c) Subordinate (d) Peer/Friend  Comments:
2	How long have you known the candidate?	(a) Under 1 year (b) 1-5 years (c) 5-10 years (d) Over 10 years. Comments:
3	Do you consider him/ her to be honest?	(a) Yes (b) No (c) Not Certain
4	Would you recommend him/her for employment with our client and why?	(a) Yes (b) No Reason:
5	To what extent would you say he/she is self-motivated and driven to achieve result?	(a) Great Extent (b) Low Extent (C) Not motivated & Driven

Do you accept to be the referee of the above name?

YES

NO

Comment: \_\_\_\_\_  
\_\_\_\_\_

**Name of referee:** \_\_\_\_\_

**Occupation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature & Date:** \_\_\_\_\_