



SThree Welfare Services Foundation (STSF)
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Email: info@sthreeservices.in website: www.sthreeservices.in

REFERENCE CHECK FORM

Name of the Candidate:	Post Applied for:
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Q1. How long have you known the candidate?
Q2. Can you please share the level of responsibility handled by the candidate? Please briefly describe his/ her overall job performance?
Q3. How are his/ her people management skills? Whether s/he was able to work effectively with others?
Q4. Can you please share one example of his/her leadership skill which s/he has demonstrated?
Q5. Please share two areas where you feel s/he require improvement?
Q6. Please indicate levels of absenteeism, punctuality, and flexibility i.e. stays for a few hours extra to get something done.
Q7. Were there any disciplinary issues (formal) or performance issues taken?
Q8. Would you recommend the candidate for this post?

Signature