**Telephone Screening Form**

##### Name of Employee being vetted: fullName

**Previous Employment: (**At this stage Confirmation of a continuous career history for a minimum period of 3 years)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Company Name** | **Telephone Number** | **Telephone Number Verified** | **Person Spoken to Name** | **Phone Confirmed Dates**  **From** | **Phone Confirmed Dates**  **To** | **Comments** |
| **1.** | **job1Name** | 1Tell | YES | job1Manager | job1From | job1To | VERIFIED OVER THE PHONE |
| **2.** | **job2Name** | job2Tel | YES | job2Manager | job2From | job2To | VERIFIED OVER THE PHONE |
| **3.** |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |

**Additional Notes:** ……………………………………………………………………………………………………………………….

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##### Screening Officer

**Name:MUHAMMAD TAYYAB Signed: Date:**  ddDate

*(Person making enquiry) (Person making enquiry)*

**Screening Controller (For Office Use only)**

**Name: ASIM MUSHTAQ Signed: Date:** \_\_\_ddDate\_\_\_\_\_\_\_\_\_\_\_\_\_

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