



Top Workforce RECRUITMENT

Raising quality. Delivering excellence.

62C London Road, Oadby

Leicester

LE2 5DH

Telephone: 0116 365

0747

Hello

POST: HEALTHCARE ASSISTANT

EMMANUEL CHUKWUEBUKA NWEKE has applied for the post with ourselves and has provided your name as suitable person to provide a clinical reference. Please find attached a copy of a reference request form.

Please complete the reference and return to the above address as soon as possible.

Alternately you can fax it to 0116 2557711 or Email: compliance@topworkforce.co.uk

Please note that we may contact you upon receipt of your completed reference for further information. You are welcome to contact me on 0116 365 0747 if you have any queries regarding this reference request.

Thank you in anticipation of your prompt assistance.

Yours sincerely

Top Workforce Team



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REFERENCE REQUEST: CLINICAL AND EMPLOYMENT

NAME OF CANDIDATE: EMMANUEL CHUKWUEBUKA NWEKE			
POSITION APPLIED: Healthcare Assistant		NHS BAND: .	
Date in your Employment	FROM: DD/MM/YYYY	TO: DD/MM/YYYY	10/10/2022
How Long Have You Known The Applicant And In What Capacity?		Six Years, Product Manager.	

<u>Professional Skills & Experience</u>	poor	Satisfactory	Good	Excellent	Unable to Comment	Further Comments
Clinical Skills			✓			
Clinical Knowledge			✓			
Organisational Skills				✓		
Management Skills				✓		

<u>Attitude to Work and Training</u>	poor	Satisfactory	Good	Excellent	Unable to Comment	Further Comments
Willingness To Learn				✓		
Contribution to the department			✓			
Punctuality				✓		
Reliability			✓			
Self Motivation			✓			



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Personality and Attitude To Others	poor	Satisfactory	Good	Excellent	Unable to Comment	Further Comments
Ability to Cope Under Pressure			✓			
Honesty / Integrity				✓		
Communication and Team Work				✓		

Disciplinary Record	Please give details of any disciplinary action in the last two years
	Nil

Sickness / Attendance Record	Please confirm the applicant sickness record in the last two years.
	Nil


Safeguarding Adults and Children	Do you have any reservations regarding this person working with children, young people or vulnerable adult? If so please give details of your concerns
	Nil

Additional Information	Based on your observations of the strengths and weaknesses of this candidate, please give any other information relevant to the position applied for.
	hard-working, standards-driven, and empathetic person who takes pride in their work



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Please confirm whether you would re-employ this candidate	<input checked="" type="radio"/> YES / NO
If No Please Give Reasons	
COMPANY STAMP 	IMPORTANT Please apply your company stamp in the place provided. Alternatively please enclose a letterhead or compliment slip when returning this reference.

CLINICAL AND EMPLOYMENT REFERENCES

Signed [Signature] Name Obinna Raphael Date 25/05/2023
Position Product Manager Company Hillcrest Industries
Address Plot 1A/27, Emene Industrial Layout Extension, Enugu
Phone (landline) 09065469502 (Please note that, as part of our checking procedures, we will telephone you on receipt of this reference. We therefore require a landline telephone number.) Please return this reference to: The Manager, Top Workforce Recruitment, 62C London Road, Oadby, Leicester, LE2 5DH Tel: 0116 2557711 Email: info@topworkforce.co.uk