



"CONFIDENTIAL"

PERSONAL REFERENCES CHECK FORM

Candidate Name: Najibullah Hafizi

Considered for the Position of: Accounts Officer (Tax)

Name of Referee: Ikramullah Quraishi

Current Designation: Office Manager

Organization: Fortune Right Management and Tax Consulting

Address: Shahre-Now Kabul, Afghanistan

1. How you know the candidate as his/her supervisor, colleague, co-worker?

I had the privilege to be the direct supervisor of the Mr. Najibullah Hafizi.

2. How long have you know the candidate?

Mr. Najib has been working with us since Jan, 2019 until now.

3. In what capacity have you known the candidate? Mr. Najibullah Hafizi is working as Finance officer with us.

4. Please use this scale to compare the applicant with others you have known during your professional career.

	EXCEPTIONAL	OUTSTANDING	GOOD	AVERAGE	POOR	UNABLE TO JUDGE
Intellectual ability		✓				
Maturity		✓				
Initiative		✓				
Writing Skills			✓			
Oral Skills		✓				
Leadership ability		✓				
Interpersonal relations			✓			
Organisational ability			✓			

4. What do you consider to be the applicant's talents and strengths?

Mr. Najib has strong technical skills in financial management, accounting and general management. He has solid experience working with diverse organizations and environment such as UN, International NGOs and private sector. He has proven his communication skills, honesty, hardworking and accepting new challenges.

5. In what areas could the applicant develop or grow?

I would recommend him to gain new and advance skills in general management.

6. Whether the staff has displayed unethical behaviours toward children?

Signature



Never. I have not noticed him conducting any unethical behaviour towards children.

7. **Any direct disclosure made by a child concerning sexual abuse?**
No.

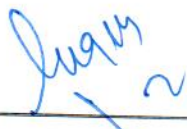
8. **Does his/her professional background appear to fit him/her well for the position indicated above? Indicate notable assets or limitations.**

Yes, he possesses strong background working in such positions for a very long period. He will be proved an asset for your esteemed organization by bringing in vast experience in accounting and financial management as well as new innovative ideas for doing things efficient and effective.

9. **Would you rehire this person if he applied to one of your positions?** Yes ☒ | No ☐ |

10. **Please add any additional comments you feel would be helpful in assessing the candidacy of the applicant?**

I strongly recommend Mr. Najibullah Hafizi for the subject position and assure you of his strong capacity and profound and relative background.



Signature of Referee



Date