

***Confidential***

### **REFERENCE CHECKING**

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| The information given will be used for the selection process of Mekong River Commission ***“MRC”*** only. Your viewpoint will assist MRC to select the right candidate for its vacancy. The information will be kept confidential and will not be released to any third party without Referee’s prior consent.The MRC appreciate Referee times taking to complete this Reference Checking Form. **Thank you!** |
| **Referee Full Name:** |  |
| **Position:** |  |
| **Company:** |  |
| **Contact Details Including Email and Telephone Number (WhatsApp, Line, Viber, Mobile):** |  |
| 1. What is your work relationship to the candidate?
 |  |
| 1. What company/organisation you had worked with the candidate?
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| 1. How long have you known the candidate?
 |  |
| 1. How long had the candidate worked with you or under your supervision?
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| 1. What was the candidate position, job responsibilities and dates of employment that candidate was working with you?
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| 1. Why did the candidate leave the position?
 |  |
| 1. Which of the following will be the strength of the candidate?

[ ]  Honesty[ ]  Integrity[ ]  Accountability[ ]  Professionalism[ ]  Mutual respect[ ]  Transparency | **Please state why**: |
| 1. Did the candidate have any specific fraudulent problem or formal investigation, or any additional similar information that we should be aware of?
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| 1. Would you re-hire the candidate should a suitable vacancy arise in your company/organisation?
 | **Yes and Why?****No and Why?** |

**Thank you!**