

<b>Client Name:</b>	Confidential
<b>Attention:</b>	Ms. ABC
<b>Client Ref:</b>	ABC123
<b>Type of Verification</b>	Supervisor Reference Check
<b>Name of Supervisor</b>	Mr. Prabhakaran S.K.

### Employment Details:

	Information Provided	Information Verified
<b>Candidate Name</b>	Prasad Srinivasan	<b>Prasad S.</b>
<b>Dates Employed:</b>	05, 1996 to 08, 2000	<b>05/12/1996 to 09/30/2000</b>
<b>Last Position Title:</b>	Software Engineer	<b>Senior Software Engineer</b>
<b>Last Salary:</b>	N.A.	<b>Not Disclosed</b>
<b>Reason for Leaving (Resignation/Termination/Other – please specify):</b>		<b>Resignation for Better Prospects</b>

### Performance Comments:

1.	Approximately how long did you supervise the Candidate?	04 Years and 04 months.
2.	How effective was the Candidate in getting results and meeting objectives?	Prasad Srinivasan was effective in his business development role and was consistent in meeting objectives.
3.	What were the Candidate's professional strengths?	Sound educational background, good analytical and communication skills.
4.	What were the Candidate's professional weaknesses or areas you thought they could improve on?	With maturity, he could improve on his leadership skills as he moves on to more senior management roles.
5.	How would you assess the Candidate's ability to react to pressure?	Good time management and adaptability under pressure.

6.	Did the Candidate get on well with other people? If no, please explain.	He was a good team player throughout his employment.
7.	Did the Candidate manage any staff? If yes, did they have good people management skills?	Though he did not directly manage staff, he was effective in delegation of responsibilities wherever possible.
8.	Did you consider the Candidate to be reliable person? If no please explain.	I strongly believe Prasad Srinivasan is a reliable employee.
9.	Did you consider the Candidate to be an honest person? If no please explain.	Yes.
10.	Did the Candidate display any punctuality or attendance problems? If yes please explain.	No.
11.	Did the Candidate have any personal problems or habits that interfered with their job performance? If yes, please explain.	No.
12.	Did the Candidate give sufficient notice when they left?	He provided us with sufficient notice.
13.	Would you hire the Candidate, on the basis of their work performance, if the opportunity arises in the future? If no, please explain.	Definitely.
14.	How would you rate the Candidate's job performance on a scale of 1 to 10 (10 being the highest) compared to other people you have observed in a similar capacity?	Prasad Srinivasan was a fresh graduate while he worked with us and would rate highly compared to peers (8-9).
15.	Do you have any other comments?	I wish him luck in his career.

**Reference Questionnaire Complete by:**

<b>Name:</b>	Mr. Prabhakaran S.K.
<b>Position Title:</b>	Team Leader
<b>Company:</b>	ABC Infotech Ltd., Hyderabad
<b>Date:</b>	07/09/2008
<b>E-mail:</b>	<a href="mailto:Prabhask@gmail.com">Prabhask@gmail.com</a>
<b>Phone Number:</b>	+91 98100 0000

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**SAMPLE REPORT**