



Fighting Poverty, Creating Jobs, Transforming Lives

Work or Academic Reference Form

Candidate: please fill out the first line below

Name of Candidate		Position applying for	Position: Country:
Name of Reference		E-mail	
Employer & Title		Phone Number(s)	

Thank you for taking the time to fill out this reference form. The candidate requesting your reference is applying for a position at one of Five Talents' 11 partner offices in Africa, Latin America, or Asia. Your candid response will be critical in helping us ensure the candidate will be placed in the most appropriate position within our organization.

Five Talents International is a Christian organization whose mission is to fight poverty, create jobs and transform lives by empowering the poor in developing countries using innovative savings and microcredit programs, business training and spiritual development. To learn more about Five Talents, please visit www.FiveTalents.org.

In what context have you gotten to know the candidate? How long have you known him/her? How well do you feel you know him/her?

Generally, what would you consider to be the candidate's greatest areas of strengths or gifts?

What would you project to be the candidate's ability to live independently in the developing world (low maintenance lifestyle, ability to adapt to new situations, etc.)?

Below is a chart for you to indicate the candidate's rating on the various attributes listed. Please describe the relevant group to whom you are comparing the candidate. Example: *In comparison to the over 300 students I have worked with at this university; In comparison to the people I have worked with in a similar capacity during the past 15 years, etc.*

Comparison Group:

On a scale of 1-5 (5 being the highest rating), please rate the candidate according to the following qualities:

	5	4	3	2	1	Unknown
• Overall Maturity for Age						
• Self-discipline						
• Self-confidence						
• Recognizes his/her limitations						
• Appropriately deals with others' failures (not too hard on others)						
• Emotional stability						
• Resilience while under difficult circumstances						
• Common sense						
• Humility						
• Sense of humor						
• Soundness of judgment						
• Perseverance						
• Ability to lead others effectively						
• Flexibility						
• Overall Ability to Perform in a Work Setting						
• Initiative						
• Responsibility						
• Reliability						
• Analytical/Problem-solving skills						
• Attention to details and organizational skills						
• Effectiveness of written communication						
• Able to work without much supervision						
• Quality of work product						
• Overall Interpersonal Skills						
• Pleasantness of demeanor						
• Social savvy						
• Tactfulness						

Please feel free to include additional commentary on a separate sheet of paper.

Signature of Reference Provider: _____ Date: _____

Please seal the contents of the reference within an envelope and then sign your name so the signature crosses both the flap and the body of the envelope. The envelope should be given back to the applicant so it can be included in their application packet. Thank you for your time!