# **Certified Professional**

### Candidate Reference

The Applicant named below has applied to become a Future-Fit Certified Professional, which is awarded to persons who have demonstrated appropriate knowledge of the Future-Fit® Business Benchmark, alongside competency to advise companies in the embedding of the Future-Fit approach. This form serves as record of the candidate’s ability to advise companies and you have received this because the applicant is requesting you act as a reference. Your response will be treated with absolute confidence and not shared with the applicant. Please fill out the information honestly and to the best of your ability and return to: [references@futurefitbusiness.org](mailto:references@futurefitbusiness.org).

*Please note:* Future-Fit Foundation (FFF) and Future-Fit Ltd (FFL) will only use the data you provide to enable certification and participation in the Future-Fit community. For the purposes of the General Data Protection Regulation, FFF will be the data controller and FFL will be a data processor. Full details of our Privacy Policy can be found here: <http://futurefitbusiness.org/privacy>.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **To be completed by the applicant:** | | | | | | | |
| **Applicant Details** | | | | | | | |
| Name: |  | | | | | | |
| Job Title: |  | | | | | | |
| Company: |  | | | | | | |
| Email Address: |  | | | | | | |
| Phone Number: |  | | | | | | |
| **Areas of Expertise** | | | | | | | |
| Business Consultancy: | Business  Strategy: | |  | Goal & Target  Setting: |  | Implementation  & Integration: |  |
| Employee  Training: | |  | Branding & Communications: |  | Reporting: |  |
| Audit & Assurance: | |  | | | | | |
| Technology Solutions: | |  | | | | | |

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| **To be completed by the referee:** | | | |
| **Referee Details** | | | |
| Name: |  | | |
| Job Title: |  | | |
| Company: |  | | |
| Email Address: |  | | |
| Phone Number: |  | | |
| **Knowledge of work** | | | |
| Professional relationship to applicant (e.g. client, line manager): | | |  |
| Length of time working with the applicant: | |  | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Description of the services provided / work completed by the applicant: | | | | | |
| **Please check one:** | **Excellent** | **Adequate** | **Poor** | | **Not Applicable** |
| Knowledge of subject matter |  |  |  | |  |
| Quality of work |  |  |  | |  |
| Understanding of your requirements |  |  |  | |  |
| Overall satisfaction working with the applicant |  |  |  | |  |
| Would you recommend this candidate to other organisations? | | | Yes | No | |
| Is there anything further you’d like to disclose regarding the candidate? | | | | | |