**For the Employer/ Authorized Officer**

 The Project for Human Resource Development Scholarship by Japanese Grant Aid (JDS)

in Kenya, Selection in 2020 for Fellow 2021

# CONFIDENTIAL STATEMENT of REFERENCE

#  Doctoral Level

This reference statement is to be completed by the employer / authorized officer from the applicant’s work place. This should be written or typed clearly in English and put in a sealed envelope (if not in English, an accurate translation must be attached by the referee).

To the Referee

This is an integral part of an application form for the scholarship program provided by State Department for Public Service, Ministry of Public Service, Youth and Gender of the Government of Kenya under the Grant Aid Program by the Government of Japan. This particular program offers opportunities for academic research at Japanese higher educational institutions. Also, this is to enhance the leadership skills of government officials in Kenya so that they can contribute more effectively to their home country after completion of their respective studies. Your candid responses to the items below would greatly assist the selection. Please return the form in the sealed envelope to the applicant.

Full Name of the Applicant:

1. **How long have you known the applicant and in which context?**

|  |
| --- |
|  |

1. **How do you estimate the applicant’s personality?**

|  |
| --- |
| (Strength)  |
| (Weakness)  |

1. **How do you evaluate the performance of the applicant’s work? Please describe it indicating the applicant’s achievement, leadership, and significance of the applicant’s presence in your organization.**

|  |
| --- |
|  |

1. **If this applicant obtained Doctor’s degree, what would the significance and importance for your organization be from** **the viewpoint of human resource of your organization and of development missions your organization is involved in.**

|  |
| --- |
|  |

1. **Please evaluate the applicant in comparison with other staff: Please tick (✓) one** each.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Excellent | Good | Average | Below Average |
| Logical & Strategic Thinking Ability |  |  |  |  |
| Knowledge of Specialty Field |  |  |  |  |
| Motivation & Diligence |  |  |  |  |
| Research Potential for Future Contribution in Specialty Field |  |  |  |  |
| Leadership |  |  |  |  |
| Emotional Maturity |  |  |  |  |
| Communication Skill |  |  |  |  |
| Skill in Management Personal Relationship with Others |  |  |  |  |
| Adaptability to New Environment |  |  |  |  |

1. **Other recommendation remarks:**

|  |
| --- |
|  |

1. **Relevance of the applicant’s research plan and field of his/her work; (please tick one from below)**

□ Strongly relevant / □ Somewhat relevant / □ Not relevant

1. **Is the applicant’s research plan important for your organization and also for national development issues your organization is working on?**

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Full Name of the Referee |  |
| Position/ Title |  |
| Name of OrganizationDepartment/ Division |  |
| Phone No. |  | Fax No. |  |
| Email |  |
| Signature |  |

 Date: (day) /(month) /(year)