



**NIH National Biosafety & Biocontainment Training Program/
Intramural Research Training Award Fellowship**

NBBTP@nih.gov

2021 Confidential Applicant Reference Form

The below individual has applied to become a Fellow in the NIH National Biosafety & Biocontainment Training Program/Intramural Research Training Award Fellowship (NBBTP/IRTA). As a partnership between the Division of Occupational Health and Safety and the National Institute of Allergy and Infectious Diseases at the National Institutes of Health in Bethesda, MD, the NBBTP/IRTA prepares biosafety and biocontainment professionals to the highest caliber to meet the needs of the biomedical, emerging disease and civil Biodefense research communities of the 21st Century. **Please complete this document and e-mail the completed form to NBBTP@nih.gov on or before September 9, 2021. Reference forms received after this date will not be considered on an applicant's behalf.** Thank you for your time and assistance in this matter. If you have any questions, please do not hesitate to contact us at NBBTP@nih.gov or 512-619-6302.

Council Rock Consulting, Inc.
NBBTP/IRTA Contractor

Applicant

Name:

Individual Providing Confidential Reference Completes this Section

Name

Date

Title

Email

Field of Research
(If Applicable)

Phone
Number

Affiliation

Continued on Next Page



National Institute of
Allergy and
Infectious Diseases

Type of Reference:	Academic		Professional	
Time Acquainted with Applicant:	From	/	To	/
(approximate)	Month		Month	Year
I have known Applicant as a/an:	Undergraduate Technical Assistant Colleague		Graduate Student Research Assistant Research Supervisor	Employee Other

Please rate the applicant on a scale of 1 to 5 in relation to their peers, students, and researchers where: 5 = Excellent; 4 = Very Good; 3 = Good; 2 = Adequate; 1 = Inadequate; and NA = Not Applicable

1. Creativity
2. Leadership capabilities (safety, team-oriented, decision-making)
3. Judgment on scientific or clinical approach
4. Interpersonal relationships
5. Technical competence
6. Knowledge of research methods
7. Oral communication effectiveness
8. Written communication effectiveness
9. Ability to produce quality, professional work
10. Ability to complete a project

11. In work assignments involving other people, the applicant:

Always assumes a leadership role.
Takes a leadership role when assigned.
Prefers a contributory role.
Appears to often work outside the group.
Unknown

12. The position the applicant is seeking requires confidence in matters of national security. On a scale of 1 – 5, with 5 being most comfortable, how comfortable would you be with this applicant in such a position?

5 4 3 2 1

13. The position the applicant is seeking may require work-related assignments outside of normal business hours and workdays. On a scale of 1 – 5, with 5 being most willing, how do you rate the applicant's willingness to work outside routine work schedules?

5 4 3 2 1

14. The position the applicant is seeking requires the ability to communicate important information to wide variety of audiences. On a scale of 1 – 5, with 5 being most capable, how do you rate the applicant's ability in this area?

5 4 3 2 1

Brief Statement

Please briefly describe in the space below or attach a letter describing instances or examples to help illustrate the rankings provided in the above section and comment on the applicant's demonstrated or acquired skills as shown during the course of your interactions with the applicant. Please discuss the applicant's potential position as a biosafety/biocontainment professional. Note the position requires leadership multitasking, and the ability to make fair and balanced technical judgments.

Based on your knowledge of the applicant, would you hire them if you had an appropriate vacancy? Please explain in the space below why or why not. (This aims at interpersonal relationships, supervisor/organization compliance, pride in work/results, etc.) You may attach a document to your response in lieu of typing in the space below.

Note: We will contact you to validate your reference between August and September.

Thank you for your time and assistance.

Please e-mail your response to: NBBTP@nih.gov