SK

Shatha Kamal

AMMAN, JORDAN • SHATHA.KAMAL@EXAMPLE.COM

6 NOVEMBER 2026

Would you be a reference for me? (Programme Officer, Bridges International)

Dear Basem,

I hope you and the team at Karama are well. I am applying for a Programme Officer position at Bridges International in Amman, and I would like to ask whether you would be willing to be one of my references. You were my manager for three years, and nobody knows my work at Karama better.

If you agree, their HR team may call or email you in the next two weeks. The role needs budgeting and donor reporting, so they may ask about the six donor reports you reviewed with me, or about the 2022 summer camp for 300 children that I coordinated.

I will send you my CV and the job advert so you know what they are looking for. And if the timing is not good for you, please just tell me; I will completely understand.

Thank you, and warm regards,

Shatha Kamal

WRITTEN WITH HUMANPROSE