

APPLICANT REFERENCE CHECK

Applicant Name: _____ **Date:** _____

Position Applied For: _____

Reference: ___ Current Employer ___ Previous Employer ___ Professional ___ Personal

Name of Reference: _____

Organization/Business: _____

1. Describe applicant's job duties and responsibilities, if applicable.
2. Would the applicant be successful in the position for which he or she is being considered? Why or why not?
3. Describe how the applicant interacts with others.
4. Do you feel the applicant is trustworthy? Please give examples:
5. The applicant would be working with young children. Would you feel comfortable having the applicant as a caregiver to a child of your own or a child close to you? Please explain:
6. Please describe the applicant's strengths.
7. Is the applicant dependable? Why or why not?

I certify that I personally contacted the reference listed on this form and accurately recorded the information provided.

Staff Name: _____

Staff Title: _____