Reference Check Form

Applicant name: _____Date: _____

Position applying for: _____ _____

Reference name: _____Title: _____

Company: _____ Phone #: _____

Relation to applicant:

1. What position did the applicant hold in your company?

2. Would you rehire this person?

3. How many years have you worked with the applicant?

4. Overall, how would you rate his/her performance (average, above/below average)?

Quality of work?

Is there anything you would like to add regarding the applicant's work or job performance?