

Telephone Reference Check 1

HR Form S-2 Rev. 1/09

Name of Applicant	SS#
Name of reference	Position held by reference
Phone number of reference	Association with reference
 How long has reference known applicant? Strengths of the applicant: a. Honest, dependable 	b. Takes constructive criticism & makes improvements
c. Team player	d. Average # of days absent from work in a year
e. Organized	f. Average # of days tardy/or leave early
g. Willing to assume additional assignmen	t when asked
3. In preparing a Personal Growth Plan for th	is person, what area would you list for professional growth?
4. Why did applicant leave the last position of	Employment?
5. Would you hire or rehire this person?	6. Comments:
Signature of Principal/Asst. Principa	al or Director
	hone Reference Check 2
Telep	
Telep Name of Applicant	hone Reference Check 2
Name of ApplicantName of reference	hone Reference Check 2SS#
Name of Applicant	hone Reference Check 2 SS# Position held by reference Association with reference
Name of Applicant Name of reference Phone number of reference 1. How long has reference known applicant? 2. Strengths of the applicant: a. Honest, dependable	hone Reference Check 2 SS# Position held by reference Association with reference
Name of Applicant	hone Reference Check 2 SS#Position held by referenceAssociation with referenceb. Takes constructive criticism & makes improvementsd. Average # of days absent from work in a year
Name of Applicant	hone Reference Check 2 SS# Position held by referenceAssociation with reference b. Takes constructive criticism & makes improvements
Name of Applicant	hone Reference Check 2 SS# Position held by reference Association with reference b. Takes constructive criticism & makes improvements d. Average # of days absent from work in a year f. Average # of days tardy/or leave early
Name of Applicant	hone Reference Check 2 SS#Position held by referenceAssociation with reference