



REFERENCE FORM

This applicant has applied for employment with our company and authorizes you to provide information concerning past performance under the provisions of the privacy Act of 1974. All information is kept confidential. Thank you

Name of Employer: _____

Address & Phone number:

Name of Employee _____

Soc. Sec. # _____

Employment Dates: from _____ To _____ Position _____

Reason for Leaving? _____ Would you rehire? _____

EVALUATION	Excellent	Good	Average	Poor
Attendance				
Quality of Work				
Job Knowledge				
Cooperation				
Dependability				
Appearance				
Stability				
Overall Rating				

Comments: _____

Name & Title of Person Signing _____

Date _____