## ../Dropbox/Misc/MISC/logo.pngReference Check Form –

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| --- | --- |
| **Name:**  |  |
| **Job title at Company:** |  |
| **Relationship nature with [candidate]:** | [candidate] worked:For you With you? |
| **The period of business relationship:**  | **From**:  *-*  **To**:  |
| **Kind of work [candidate] used to do:** |  |
| **Would you rehire [candidate] if there were an opening? Why or Why not?** |  |
| **Did [candidate] receive promotions or demotions during his service period? Did he remain in the same role throughout his tenure?** |  |
| **What are [candidate] strengths as an employee? How would describe his working habits?**  |  |
| **Could you name one single area where [candidate] needs to improve?** |  |
| **Did [candidate] demonstrate honesty and integrity? Can you elaborate?** |  |
| **Could you recall situation when [candidate] made great decision?** |  |
| **Could you describe [candidate] leadership style?** |  |
| **What do you think [candidate] team members would say about him?** |  |
| **Could remember situation when [candidate] showed you proper reaction for sudden changes?** |  |
| **Before concluding this reference check, is there anything else I should take into consideration?** |  |

It is understood that all information mentioned in this form are considered confidential and are only used for the purpose of reference check for hiring. By sending this filled form you are confirming that all information shared are accurate and complete.