EM-S ISD REFERENCE CHECK WORKSHEET

<u>APPL</u>	ICANT INFORM	ATION:			
Appli	cant Name:	First Name	Middle Name	Last Name	
Positi	ion Recommenc	led For:			
<u>EM-S</u>	ISD EMPLOYEE	CHECKING REFERENC	E INFORMATION:		
Name	e of Person Cheo	cking Reference:		Title:	
Campus/Department:			Date of Cont	act:	
<u>EMPI</u>	OYER INFORM	ATION:			
Name	e of Business/Sc	hool District Contacte	d:		
Supe	rvisor Name & T	itle Providing Referen	ce <u>:</u>		
<u>APPL</u>	ICANT INFORM	ATION:			
1. Cu	rrent employm Choose one:	ent information.			
	If not current	tly employed, please d	lescribe reason for leaving.		
2. M	et requirements Choose one:	s in terms of <u>quality</u> of	work in current assignmen	t?	
3. Re	lationships with Choose one:	n fellow employees <u>an</u>	<u>d</u> supervisor?		
4. At	tendance? Choose one:				
5. Re	equired close su Choose one:	pervision in <u>any</u> area c	of assigned duties?		
	If yes, please	explain:			

6. Would you rehire this person if he/she left and desired to return to your district/company? Choose one:

Why?

7. If you had a choice, would you choose to have this individual working with your child? Choose one:

Why?

- Considering all of the employees that you have supervised or worked with that hold a similar title (e.g. teacher, assistant principal, etc.), where would you rank this person in comparison? Choose one:
- 9. <u>Additional Comments/Explanations:</u> (This is where you can ask about specific skills and strengths.) Ask the reference: Is there any other additional information that you would like to provide that may help us to make an employment decision on this person?