



REFERENCE CHECK FORM

Applicant's Name _____

Reference Name _____ Position _____

Address, City, State, Zip _____

Telephone Number _____

The above named applicant has applied for employment with Farmington Public Schools. We would appreciate your supplying us with the following information to help us determine the above applicant's qualifications.

1. How long have you known the applicant? _____
2. What has been your association with the applicant? _____
3. What word would best describe the applicant? _____
4. Please indicate by checking the following:

Characteristics/Strengths	Outstanding	Good	Satisfactory	Poor
Leadership				
Inter-Personal Relationship				
Dependable				
Flexibility				
Cooperation				
Work Performance				
Communication				
Teamwork				
Diversity				

5. Strengths or weaknesses of the applicant _____
 6. Would you rehire? _____
 7. Are there concerns with the applicants work history or ability that should be brought to our attention? _____
- General Comments: _____

References Checked by _____ **Date** _____