

**CONFIDENTIAL CANDIDATE REFERENCE CHECK**

The candidate has applied for a position in the Great Neck Public Schools and has given your name as a reference. Please furnish the information requested below. All information will be treated with strict confidence.

**Candidate's Name:** Click here to enter text.

**Position:** Click here to enter text.

**Reference Name:** Click here to enter text.

**Title:** Click here to enter text.

**Reference Employer:** Click here to enter text.

**Reference Phone #:** Click here to enter text.

1. How do you know this candidate, and for how long?  
Click here to enter text.

2. Have you directly observed and/or supervised the applicant's job performance?  Yes  No  
Click here to enter text.

3. How would you describe the candidate's performance in this position  
Click here to enter text.

4. How would you compare this candidate's performance with others who have held a similar position?  
Click here to enter text.

5. What do you consider the candidate's strengths to be?  
Click here to enter text.

6. What support should we provide the candidate to ensure his/her success?  
Click here to enter text.

7. Rate the candidate in the following areas with **5 being highest and 1 being the lowest:**

Approachability	1-5	Relationships w/People	1-5	Computer/Technological Skills	1-5
Attendance/Punctuality	1-5	Self-Control/Poise	1-5	Leadership Skills	1-5
Cooperation	1-5	Team Player	1-5	Organizational Skills	1-5
Initiative	1-5	Work Ethic	1-5	Overall Performance	1-5
Integrity/Trustworthiness	1-5	Communication Skills	1-5		

8. To your knowledge, is there anything regarding the candidate's background which would be of concern relative to their integrity, moral character, or the like?  No  Yes  
Click here to enter text.

9. Would you employ this applicant if you were responsible for hiring?  Yes  No  
Click here to enter text.

Please offer any additional comments that would assist us in evaluating this candidate:  
Click here to enter text.

**Reference Obtained By:** Click here to enter text.

**Date:** Click here to enter a date. **Time:** Click here to enter text.



**CONFIDENTIAL CANDIDATE REFERENCE CHECK**

The candidate has applied for a position in the Great Neck Public Schools and has given your name as a reference. Please furnish the information requested below. All information will be treated with strict confidence.

**Candidate's Name:** Click here to enter text.

**Position:** Click here to enter text.

**Reference Name:** Click here to enter text.

**Title:** Click here to enter text.

**Reference Employer:** Click here to enter text.

**Reference Phone #:** Click here to enter text.

10. How do you know this candidate, and for how long?  
Click here to enter text.

11. Have you directly observed and/or supervised the applicant's job performance?  Yes  No  
Click here to enter text.

12. How would you describe the candidate's performance in this position  
Click here to enter text.

13. How would you compare this candidate's performance with others who have held a similar position?  
Click here to enter text.

14. What do you consider the candidate's strengths to be?  
Click here to enter text.

15. What support should we provide the candidate to ensure his/her success?  
Click here to enter text.

16. Rate the candidate in the following areas with **5 being highest and 1 being the lowest:**

Approachability	1-5	Relationships w/People	1-5	Computer/Technological Skills	1-5
Attendance/Punctuality	1-5	Self-Control/Poise	1-5	Leadership Skills	1-5
Cooperation	1-5	Team Player	1-5	Organizational Skills	1-5
Initiative	1-5	Work Ethic	1-5	Overall Performance	1-5
Integrity/Trustworthiness	1-5	Communication Skills	1-5		

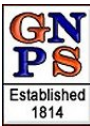
17. To your knowledge, is there anything regarding the candidate's background which would be of concern relative to their integrity, moral character, or the like?  No  Yes  
Click here to enter text.

18. Would you employ this applicant if you were responsible for hiring?  Yes  No  
Click here to enter text.

Please offer any additional comments that would assist us in evaluating this candidate:  
Click here to enter text.

**Reference Obtained By:** Click here to enter text.

**Date:** Click here to enter a date. **Time:** Click here to enter text.



**CONFIDENTIAL CANDIDATE REFERENCE CHECK**

The candidate has applied for a position in the Great Neck Public Schools and has given your name as a reference. Please furnish the information requested below. All information will be treated with strict confidence.

**Candidate's Name:** Click here to enter text.

**Position:** Click here to enter text.

**Reference Name:** Click here to enter text.

**Title:** Click here to enter text.

**Reference Employer:** Click here to enter text.

**Reference Phone #:** Click here to enter text.

19. How do you know this candidate, and for how long?  
Click here to enter text.

20. Have you directly observed and/or supervised the applicant's job performance?  Yes  No  
Click here to enter text.

21. How would you describe the candidate's performance in this position  
Click here to enter text.

22. How would you compare this candidate's performance with others who have held a similar position?  
Click here to enter text.

23. What do you consider the candidate's strengths to be?  
Click here to enter text.

24. What support should we provide the candidate to ensure his/her success?  
Click here to enter text.

25. Rate the candidate in the following areas with **5 being highest and 1 being the lowest:**

Approachability	1-5	Relationships w/People	1-5	Computer/Technological Skills	1-5
Attendance/Punctuality	1-5	Self-Control/Poise	1-5	Leadership Skills	1-5
Cooperation	1-5	Team Player	1-5	Organizational Skills	1-5
Initiative	1-5	Work Ethic	1-5	Overall Performance	1-5
Integrity/Trustworthiness	1-5	Communication Skills	1-5		

26. To your knowledge, is there anything regarding the candidate's background which would be of concern relative to their integrity, moral character, or the like?  No  Yes  
Click here to enter text.

27. Would you employ this applicant if you were responsible for hiring?  Yes  No  
Click here to enter text.

Please offer any additional comments that would assist us in evaluating this candidate:  
Click here to enter text.

**Reference Obtained By:** Click here to enter text.

**Date:** Click here to enter a date. **Time:** Click here to enter text.