

# Employer References Review

## Applicant Details

Applicant Name:

Date:

Supervisor Name:

Company:

## Questions To Ask

- What is your relationship with the applicant? \_\_\_\_\_
- Could you confirm starting and ending employment dates? When did s/he leave the company?  
\_\_\_\_\_
- Can you describe \_\_\_\_\_'s work performance?  
\_\_\_\_\_
- How as attendance? Did (name) miss a lot of work? Frequently late?  
\_\_\_\_\_
- Did s/he get along well with management and co-workers?  
\_\_\_\_\_
- Would you rehire (name) if the opportunity arose?  
\_\_\_\_\_