

Reference Request					
Reference Type: Employment		Professional Character		Personal Character	
Applicant Name:					
Position applied for:					
Start date:			Leave date:		
Reason for leaving:					
Did the applicant have any live disciplinary sanctions on file at the time of leaving?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please comment, if possible, on the nature of these warnings:				<input type="checkbox"/> Yes	<input type="checkbox"/>
Is the applicant suitable to work with children?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the applicant suitable to work with vulnerable adults?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Would you re-employ the applicant?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please add any further comments you feel may be appropriate:					
What is your assessment of the following elements in relation to the applicant?					
		<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Quality of work					
Ability to manage stress					
Dedication to the job					
Ability to take responsibility					
Communication					
Working relationships					
Time-keeping and attendance					
Honesty and trustworthiness					
Reliability in carrying out duties					

Print Name :

Position:

Date :

Signature : ..

Company Name and stamp ..