



**Diocese of Gary
Reference Check for Applicant**

Applicant Name: _____ **Position** _____

Reference Name: _____ **Company & phone:** _____

1. How long did _____ work at _____?
2. Please confirm the rate of pay: _____
3. Were you a supervisor, co-worker or customer? _____
4. Would you rehire _____? Why or why not?

5. What would you say _____'s strengths are?

6. Areas for improvement?

7. Do you have any words of wisdom to a future supervisor of _____?

8. Any additional comments?

Reference Checked by: _____

Date: _____