



## Personal References

I \_\_\_\_\_ Have authorized Dominion Residence of Maryland, Inc. to contact Mr/Ms \_\_\_\_\_ for the purpose of obtaining reference information for employment consideration. The information obtained shall be used solely for this purpose and shall be put in employee's personal file.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Referee's Information:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone no.: \_\_\_\_\_ Relationship: \_\_\_\_\_

Please use the following rating chart to evaluate this candidate for employment:

ITEM	Excellent	Good	Average	Poor
Punctuality				
Work ethics				
Work Performance				
Interaction with peers and others				

Would you offer this candidate a job? (Y/N) \_\_\_\_\_

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **For official use only:**

1) Mailed Reference \_\_\_\_\_ (Y/N)

2) Phone Reference \_\_\_\_\_ (Y/N)

3) Faxed Reference \_\_\_\_\_ (Y/N)

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_

Start Date : \_\_\_\_\_