**Professional Reference Release Form**

**(Candidates to complete 3 separate forms for 3 separate supervisory references.)**

Applicant’s Name (print)

I authorize release of any and all information pertinent to my employment with the understanding that all information will be held in confidence.

Applicant’s Signature Date

Employment Reference:

Company (previous employer)

Contact Name

Professional relationship to Applicant

Address

Telephone

 1. Employee’s title while in your employ:

 2. Employed from: through F/T☐ P/T☐

 3. Reason for leaving:

 4. Would you rehire (if no, please explain):

 5. Quality/Quantity of work performed:

 6. Attitude:

 7. Cooperation:

 8. Attendance:

 9. Written and verbal communication skills:

10. Judgment:

11. Additional Comments:

Above information supplied by:

 Name

 Title Date

Supervisor Date