

PARENT AND CHILD TOGETHER (PACT) FOR WEST CENTRAL ILLINOIS

**2090 Highway 24
Camp Point, Illinois 62320**

APPLICANT *BUSINESS* REFERENCE CHECK

Applicant's Name:	Date:
Reference's Name:	
Work Place:	Phone #
Position Applied for:	
Reference Check Completed by:	
_____ has informed us that they were employed by you for () years () months.	
Are you able to verify this information: Yes No Comments:	
What was the nature of their work & job responsibilities?	
Did they have any supervisory responsibilities?	
Did they progress in their job/show improvement?	
What was their potential for advancement?	
Please comment on their dependability, attendance, team work, quality of work, and ability to get along with others.	
What were some areas of needed improvement for NAME:	
Why did they leave your employ?	
Please comment on this person's ability to perform in the position of: _____ with our agency.	
Would you re-employ this person at your company/agency?	
Is there anything else you would want us to know about this person, if you were in our position?	
Notes:	