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| **Applicant Name:** | Click or tap here to enter text. |
| **Employer:** | Click or tap here to enter text. | **Dates Worked:** | Click or tap here to enter text. |
| **Job Title:** | Click or tap here to enter text. |
| **Contact Name:** | Click or tap here to enter text. | **Phone:** | Click or tap here to enter text. | **Relationship:** | Click or tap here to enter text. |

1. **What is your working relationship with this person and how long did you work with them?**

Click or tap here to enter text.

1. **Please describe the duties that were performed.**

Click or tap here to enter text.

1. **How would you describe their interpersonal and communication skills?**

Click or tap here to enter text.

1. **Tell me about the candidate’s ability to make decisions and to follow through with decisions.**

Click or tap here to enter text.

1. **What would you say motivated the individual most?**

Click or tap here to enter text.

1. **What would you say are their strong attributes?**

Click or tap here to enter text.

1. **What are the candidate’s limitations?**

Click or tap here to enter text.

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| ***Reference Check Conducted By:*** | Click or tap here to enter text. | ***Date:*** | Click or tap to enter a date. |