THE WORLD IS OUR FAMILY
CAROLINA INTERNATIONAL SCHOOL
A NORTH CAROLINA PUBLIC CHARTER SCHOOL
8810 Hickory Ridge Road, Harrisburg, NC 28075
704.455.3847 • 704.455.4672 (fax)
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Reference Form for Staff Positions

To the Applicant: Please fill in your name, the type of position for which you wish to be considered, and your signature. Then forward this form to the person you wish to give you a reference. For the convenience of the recommender, it would be considerate to include a stamped envelope to the above address, Attn: Personnel Office.

_____ _____ _____
Print Name Signature Date

Applying for a position as _____

To the Recommender: Please state frankly your opinion of the applicant's qualification on the form below.

Thank you very much for your thoughtful responses!

Capacity in which the applicant was known _____
Length of time you have known the applicant _____

	Poor	Fair	Average	Good	Excellent
Health, Vigor, and Energy					
Command and Use of English					
Patience					
Understanding of Child Growth and Development					
Creativity and Imagination Evident in Work					
Handling of Routines and Responsibilities					
Rapport with Children and Youth					
Rapport with Peers; Quality of Teamwork					
Rapport with Parents or Customers					
Rapport with Administrators or Supervisors					
General Intelligence					
Tactfulness, Judgment, and Common Sense					
Skill in Motivating Others					
Sensitivity with and Consideration of Others					
Flexibility					
Enthusiasm Toward Work and Life					
General Rating					

Would you hire (or rehire) this person for a position in your organization? Yes _____ No _____

Why did the applicant leave? _____

Please describe the applicant's special strengths and general weaknesses (for example, those areas rated as "excellent," "poor," or "fair" above). _____

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_____ _____ _____
Print Name Signature Date

Title _____ Dept. _____ Institution _____

Tel # (_____) _____ May we call you for a telephone reference? Yes ___ No ___

Address _____
Street City State Zip