

**ROWAN COUNTY GOVERNMENT
EMPLOYMENT REFERENCE**

Applicant Name:	
Position Applied For:	Department:
Name of Employment Reference:	
Company Name/Title:	Relationship to Applicant:
Email Address:	Phone:

Position Held:	How long did you work with the applicant?:
Job duties performed by the applicant:	
Did the applicant supervise others? ____ Yes ____ No	Number of employees supervised?
<u>Please comment on the applicant's job performance in the following areas:</u>	
Customer Service:	
Quality of work:	
Ability to work with others:	
Initiative:	
Dependability:	
Decision-making:	
The applicant has applied for a position as _____ with Rowan County. Do you believe this individual would be a good fit for this type of position? Why or Why Not?	
Reason for separation from employment:	
Would you recommend for re-hire? Yes ____ No ____ Why?	
Is there anything that we should be aware of in considering this individual for employment?	

Reference obtained by: _____ Date _____