

# Prior Employer Reference Inquiry

**Applicant Name:** \_\_\_\_\_

**Position Applied For:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## To Be Completed By Previous Employer

**Company Name:** \_\_\_\_\_

**Supervisor Name & Title:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

**Position Held:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Eligible for Rehire?** \_\_\_\_\_

## Performance Evaluation

**Quality of Work:** \_\_\_\_\_

**Attendance & Punctuality:** \_\_\_\_\_

**Attitude & Cooperation:** \_\_\_\_\_

**Additional Comments:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_