

# Behavioral Reference Inquiry Form for Employee Selection

## Candidate Information

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Candidate Name

Position Applied For

## Reference Information

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Referee Name

Referee Title/Relationship

Organization

Contact Information (Phone or Email)

## Behavioral Inquiry

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1. Please describe the candidate's ability to work effectively as part of a team.

2. How would you assess the candidate's communication skills?

3. Can you provide an example of the candidate's problem-solving abilities?

4. How reliable and dependable is the candidate?

5. Please comment on the candidate's leadership or initiative skills (if applicable).

6. What are the candidate's key strengths?

7. Are there any areas in which the candidate could improve?

8. Would you rehire or recommend the candidate for employment? Why or why not?

9. Other comments or information relevant to the candidate's suitability?