

# Employment Verification Questionnaire for Candidate Review

Candidate Full Name

Position/Title

Department

Date of Verification

Employer Name

Employer Contact (Email or Phone)

Period of Employment

e.g., Jan 2020 - May 2023

Reason for Leaving

Summary of Job Duties/Responsibilities

General Performance Evaluation

Is the candidate eligible for rehire?

Yes/No (please explain)

Additional Comments

