

Reference Check Form

Name of Candidate:		Title:	
Current Company:		Other Notes:	

Reference Name: _____

Phone Number: _____

Company: _____

Title: _____

What did (name of candidate) do to make money, save money, or change a process to impact the bottom line?

Can you share with me two or three most significant accomplishments (name of candidate) made while you worked together?

What is the number one reason one of our clients will get excited about (name of candidate) and want to hire them over the other candidates we will present that have a similar background? What makes (name of candidate) the top of the class?

We have not had the opportunity to meet (name of candidate), what type of first impression does he/she make?



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