

Reference Check

The Assessors Guild



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As part of the application to join The Assessors Guild, applicants are required to provide two references to support the application.

Please could you provide a professional reference by completing this form. You may email it confidentially to info@assessorsguild.co.uk or provide the completed form to the applicant for sending in with the rest of the application pack.

Please note that this reference will be used in the overall evaluation of the applicant and will affect whether they are accepted as a member of The Assessors Guild.

If The Assessors Guild need to discuss any part of this reference, are you in agreement for us to contact you?

Yes/No:

Applicant Name

Date

Position

Company/Organisation

Full Name & Title

Reference Check

The AssessorsGuild

Contact Phone

Occupation:

What is the nature of your professional relationship with candidate?

Was / is the applicant an employee of your company?

Yes

No

What were the applicant's dates of employment?

Start Date

End Date

What was the applicant's position and responsibilities?

How would you rate the applicant's performance?

Reliability

Punctuality

Attendance

Professionalism

What would you say are the applicant's strengths?

Empty text box for applicant's strengths.

What would you say are the applicant's weaknesses?

Empty text box for applicant's weaknesses.

Did the applicant get along well with management and co-workers?

Empty text box for relationship with management and co-workers.

Was the applicant promoted while with your company?

Empty text box for promotion status.

Can you describe this person's experience working as a member of a team?

How would you describe the applicant's interpersonal skills?

Would you recommend this candidate as a member of The Assessors Guild

 Yes No

if no, please provide reasons why.

Thank you for taking the time to complete this form

The Assessors Guild