

Confidential Reference Form for Employment

Your comments will be seen only by the Director and Hiring Personnel

Name of Applicant: _____

Reference Person's Name: _____ Phone: _____

Address: _____ City/St/Zip _____

Relationship to Applicant: _____ How long have you known applicant? _____

On a scale of 1 to 5, how would you rate the applicant in the following areas? 1 = poor, 3= average, 5 = excellent
(leave blank if unable to assess)

| | | | | | |
|--|---|---|---|---|---|
| Spiritual Maturity | 1 | 2 | 3 | 4 | 5 |
| Commitment to Christ | 1 | 2 | 3 | 4 | 5 |
| Faithful attendance at church | 1 | 2 | 3 | 4 | 5 |
| Passion for the sanctity of human life (Pro-life) | 1 | 2 | 3 | 4 | 5 |
| Dependability/follows through on commitments | 1 | 2 | 3 | 4 | 5 |
| Respects confidentiality | 1 | 2 | 3 | 4 | 5 |
| Moral integrity | 1 | 2 | 3 | 4 | 5 |
| Ability to handle conflict | 1 | 2 | 3 | 4 | 5 |
| Ability to accept criticism & submit to authority | 1 | 2 | 3 | 4 | 5 |
| Respects & accepts people without condemnation or judgment | 1 | 2 | 3 | 4 | 5 |
| Listening skills | 1 | 2 | 3 | 4 | 5 |
| Cooperative spirit | 1 | 2 | 3 | 4 | 5 |
| Communication skills | 1 | 2 | 3 | 4 | 5 |
| Friendly & hospitable | 1 | 2 | 3 | 4 | 5 |
| Organizational skills | 1 | 2 | 3 | 4 | 5 |
| Self-motivation (able to work with little supervision) | 1 | 2 | 3 | 4 | 5 |
| Exhibits good judgment | 1 | 2 | 3 | 4 | 5 |

1. Do you feel that this person would be an asset to Tender Care? _____ Please explain.

2. What areas of giftedness, expertise, weaknesses or strengths should we know about as we consider this person for employment?

Signature of Reference: _____ Today's Date: _____

Thank you for your reference.

Please send completed reference directly to:

Tender Care Pregnancy Consultation Services
Vincent Pacelli, Director
300 John St
Hanover, PA 17331
Email: Vincent@tendercare.org
Fax : 717-633-9685