



# ADVANCE

STAFFING SOLUTIONS

## Verification and Reference Check

We would sincerely appreciate your taking the time to contribute to our making an educated hiring decision. The most detailed information would aid us in successfully finding a position that would fit the employee's needs. Your response will be kept confidential unless otherwise required by law.

Employee Name \_\_\_\_\_  
 Dates of Employment from \_\_\_\_\_ to \_\_\_\_\_  
 Position Held \_\_\_\_\_ Pay Rate \_\_\_\_\_ per \_\_\_\_\_  
 Reason for leaving \_\_\_\_\_  
 Would you rehire this person? \_\_\_\_\_  
 Additional Comments \_\_\_\_\_

### Evaluation

	Poor	Fair	Good	Excellent
Attendance				
Punctuality				
Quality of Work				
Productivity				
Adaptability				
Initiative				
Attitude				

Person completing form:

\_\_\_\_\_  
 Company Name

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Signature

### Employee Consent

I have applied for a position through We Staff U. I understand that they will be contacting my past employers, and hereby give my authorization to release the above requested information.

\_\_\_\_\_  
 Employee Signature

\_\_\_\_\_  
 Date