REFERENCE RATING FORM
Finalist Name_____ Reference Name_____
Position_____ Department_____

Use rating values to rate responses each reference gives to reference questions based on listed experience and training; skills and abilities.

Rating Values

1-significantly more qualified than posted experience and training; skills and abilities
2-exceeds posted experience and training; skills and abilities
3-meets posted experience and training; skills and abilities
4-nominally meets posted experience and training; skills and abilities
5-does not meet posted experience and training; skills and abilities

Dates of Employment _____Titles of Positions _____

Skill/Qualification #1
Circle Rate 1 2 3 4 5

Skill/Qualification #2
Circle Rate 1 2 3 4 5

Skill/Qualification #3
Circle Rate 1 2 3 4 5

Skill/Qualification #4
Circle Rate 1 2 3 4 5

Skill/Qualification #5
Circle Rate 1 2 3 4 5

Skill/Qualification #6
Circle Rate 1 2 3 4 5

Skill/Qualification #7
Circle Rate 1 2 3 4 5

Skill/Qualification #8
Circle Rate 1 2 3 4 5