

***Professional Reference Verification for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

Name:

Title:

Contact number:

1. **What was your relationship with the (***candidate***)?**
2. **How long did the (***candidate***) work for you?**
3. **What was their position at (***company**name***), where they worked for you?**
4. **What was the (***candidate***) day-to-day responsibilities?**
5. **What technologies did they work with during their tenure at (***company**name***)?**
6. **How would you rate their technical aptitude with (***say the technical terms they worked with at the company you are doing reference from***)?**
7. **What major accomplishments, if any, did the (***candidate***) have working with you?**
8. **Was the (***candidate***) reliable and did they work well with their team?**
9. **If you could work with the (***candidate***) again, would you?**
10. **Additional Comments?**

**OPTOMI, LLC**

**500 Colonial Center Parkway**

**Suite 140**

**Roswell, GA 30076**



***Professional Reference Verification for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

Name:

Title:

Contact number:

1. **How many years have you known the (**Candidate**)?**
2. **Have you worked with the (**Candidate**)? If so, where?**
3. **What is your relationship with the (**Candidate**)?**
4. **Is the (**Candidate**) reliable?**
5. **Rate their honesty and integrity?**
6. **What is their ability to get along with others?**
7. **What are their strengths?**
8. **What are their areas of improvement?**
9. **Additional Comments?**



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**www.optomi.com**



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