



EMPLOYMENT REFERENCE REQUEST CHECK

APPLICANT NAME: _____

POSITION APPLIED FOR AT G4S: _____

RELEASE OF INFORMATION

I authorize G4S to conduct a thorough background and reference check on my suitability for the position I am applying. I agree to comply with all background investigation as required. I release G4S, and all other persons or entities from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosures.

SIGNATURE: _____

DATE: _____

CURRENT OR FORMER EMPLOYMENT INFORMATION

Please answer the questions requested. If question is not applicable, check-mark N/A. If you are unable to answer the question, check-mark "Unable to Answer."

Company Name: _____

Was the applicant an employee of your Company? YES NO

What was the job title of the applicant? _____

What was the applicant's main job duties? _____

Employment Period: From: _____ To: _____

Please rate the applicant's skills during his/her employment period with the company

Attendance record: Excellent Good Average Poor NA Unable to answer
Performance: Excellent Good Average Poor NA Unable to answer
Communication: Excellent Good Average Poor NA Unable to answer
Interpersonal Skills: Excellent Good Average Poor NA Unable to answer
Integrity/Ethics: Excellent Good Average Poor NA Unable to answer

Did applicant resign? Yes No Was the applicant terminated? Yes No

Reason for resignation or termination: _____

Is the applicant eligible for re-hire: Yes No

REFERENCE INFORMATION

Name of Person Completing Reference: _____

Company: _____ Job Title: _____

Contact Information: _____ Date Completed: _____

DO NOT WRITE BELOW – FOR HUMAN RESOURCES

HR Representative: _____

Conducted Reference by Telephone Email Other: _____

Attempt 1: _____ Attempt 2: _____ Attempt 3: _____