



ADVANCE TEMPORARY SERVICES

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 Advance Temporary Services. I understand that they will be contacting my past employers, and hereby give my authorization to release the above requested information.

Employee Signature

Date