



EMPLOYEE REFERENCE FORM

CAMP HERRLICH

Name of Applicant _____ Date _____

Applicants looking for employment in residential and day summer camps must provide their employer with at least three letters of reference which attest to the applicant's suitability for employment. The person named above has given us your name as a character witness for their employment application. Please complete this form honestly and return it to the camp, at the following address as soon as possible.

Camp Herrlich
101 Deacon Smith Hill Road
Patterson, NY 12563

Please print clearly.

How long have you known the applicant?

What is your relationship to the applicant?

Do you know of any reason why this person should not hold a position of responsibility in the care and well being of children? Yes _____ No _____ If you answered yes, would you be so kind as to explain?

Please evaluate the applicant in the following areas. Circle the appropriate number.

	Excellent		Average			Poor		
Acceptance of responsibility	6	5	4	3	2	1	N/A	
Acceptance of supervision	6	5	4	3	2	1	N/A	
Maturity for their age	6	5	4	3	2	1	N/A	
Enthusiasm for a job	6	5	4	3	2	1	N/A	
Moral Character	6	5	4	3	2	1	N/A	
Patience	6	5	4	3	2	1	N/A	
Sensitivity to other people	6	5	4	3	2	1	N/A	
Sense of humor	6	5	4	3	2	1	N/A	
Leadership ability	6	5	4	3	2	1	N/A	

Does the applicant relate well to his/her peers? _____

This employment reference is continued on the back of this page.

To the best of your knowledge, does this applicant have any problems that would not make them a good candidate to work at a Children's Camp or After School Program? Such as substance abuse problems, mental health issues, child abuse convictions, arrests and/or convictions of crimes? Yes _____ No _____
If you marked yes, could you explain? _____

To the best of your knowledge, has this applicant ever been dismissed from a position due to his//her ability to carry out their responsibilities? Yes _____ No _____ If you marked yes, be so kind as to tell us anything you may know about that situation. _____

Would you hire this person to care for your child in a Summer Camp or After School setting?

If you can, please describe this person's flexibility and ability to work as part of a team: _____

How does this person relate to authority figures and react to constructive criticism? _____

What would you say are some of the applicant's strengths?

What would you say are some of the applicant's weaknesses?

We would appreciate any further comments you may be able to offer in regards to this applicant. We rely heavily on references supplied to us.

Name _____

Signature _____ Date _____

Address _____

Home phone number () _____ Work number () _____

**Thank you for taking time out of your schedule to fill in this reference.
Please return reference form to the address on the opposite side of this page.**

Official Use Only:

Reference Verified by: _____ on _____.

Comments: _____