

**MARIST COLLEGE  
FACULTY TELEPHONE REFERENCE QUESTIONNAIRE**

This reference check must be completed prior to the offer of employment to the selected candidate.

1. Candidate's Name: \_\_\_\_\_

2. Position: \_\_\_\_\_

3. Name & Title of Reference: \_\_\_\_\_

\_\_\_\_\_

4. Reference Institution or Company: \_\_\_\_\_

5. Relationship to Candidate: \_\_\_\_\_

6. Can you confirm that the above named candidate was employed as a/an

\_\_\_\_\_ by your company/institution

from \_\_\_\_\_ to \_\_\_\_\_? \_\_\_\_\_ Yes \_\_\_\_\_ No

7. Would you comment on his/her:

A. Teaching effectiveness \_\_\_\_\_

B. Teaching style \_\_\_\_\_

C. Rapport with students \_\_\_\_\_

D. Rapport with colleagues \_\_\_\_\_

E. Scholarship activity \_\_\_\_\_

F. Research projects \_\_\_\_\_

G. College/community service \_\_\_\_\_

8. Why did he/she leave the position? \_\_\_\_\_

\_\_\_\_\_

9. Would you re-employ? Yes \_\_\_ No \_\_\_ Why not? \_\_\_\_\_

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10. Is there anything else you would like to comment on regarding (applicant's name) employment or job performance?

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11. Overall impressions of this reference check.

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Signature \_\_\_\_\_

Date \_\_\_\_\_