



REFERENCE RATING SHEET

Hiring Supervisor Name: _____
 (Please Print)

Hiring Supervisor Signature: _____

The person named here has expressed an interest in being considered for a position with Texas Southmost College. Your name was given as a reference. Please complete and return directly to the following individual, who is conducting this reference rating:

 Name of Applicant (Please Print)

 Signature of Applicant

 Title of Position

 Campus Location

Known personally Known as a student Known as an employee Known _____ years

	No basis for judgment	Below average	Average	Above average	Excellent
Leadership.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal appearance (in workplace).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to communicate orally.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judgment (ability to think logically).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work habits (accuracy, promptness, initiative, reliability).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performance in classroom or on the job.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interest in their profession.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to get along with others.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Would you employ or reemploy this individual? Yes No

General remarks that might be useful to us (use other side if necessary):

Major Strengths

Major Weaknesses

Date _____ *Reference Name _____
 Company _____ Title _____

*If completed electronically, return email serves as your approval.

The College District prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, gender, national origin, age, disability, or any other basis prohibited by law.