

SUGGESTED QUESTIONS TO ASK REFERENCES

Candidate Name:	Reference:	Person Making Call:

1. In what capacity have you known (candidate name)?

2. How well do you feel you know them?

Personally

Professionally

3. What do you consider their major strengths?

4. What may be areas in which the candidate can improve?

5. How well do they work with diverse groups?

6. What kind of role model do you consider this person to be?

7. Anything else that you feel we should know or that you would like to tell us about (candidate name)?
