

City of Barwick Police Department

Phone: 229-735-2311 P.O. Box 146 Barwick, Georgia 31720 Fax: 229-735-4151

Personal Reference Verification

Please Return Immediately

Date: _____

To: _____

RE: _____

The applicant named above is being considered for employment as a Police Office with our agency. The applicant has listed you as a personal reference. We would appreciate your assistance by responding to the questions below regarding this individual. Thank you for your cooperation.

City of Barwick – Human Resources Division

Applicant's Authorization

I hereby authorize the addressed individual, company, or institution to furnish the City of Barwick with any information it may have concerned me which is on record or otherwise, and do hereby release the addressed individual, company or institution and all individuals connected therewith, including the City of Barwick from all liability for any damage whatsoever incurred in furnishing such information.

Signed: _____

Personal Reference Verification

1. How long have you known this individual?

2. What do you think of this individual's general conduct and character _____

3. Please describe this individual's attitude and personality _____

4. Please describe this individual reliability: _____

5. To what extent would you consider this individual to be a team player? _____

6. What do you think of this individual's leadership qualities and responsibility level? _____

7. Do You fell that this individual could competently perform the duties of the position applied for? _____

8. _____ Yes _____ No Please explain: _____

9. Would you hire this individual to work for you? _____ Yes _____ No Please explain: _____

10. Please give us any information that you feel would help us in making an employment decision on this applicant: _____