



## Referee Report

Referee comments form an integral part of the assessment process that enable a selection panel to include and assess work-related information directly from a relevant workplace source. Information from referees contributes to the assessment of an applicant's suitability for the position and provides a written account of the applicant's skills, knowledge and abilities for each of the job requirements.

VACANCY AND APPLICANT DETAILS			
Applicant's Name:			
Vacancy Position Title:			
Referee Name:		Agency/Employer:	
Referee Title:		Contact Number:	
Relationship to Applicant:			

WORK RELATED FEEDBACK		
Do you believe the applicant has the ability to undertake this role successfully?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, can you please explain why?		
Does this applicant currently perform to, or above expectations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, can you please explain why?		
Do you believe there are any aspects of this applicant's past performance that may benefit from further development, support or training?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, which areas?		
Can this applicant build and maintain effective workplace relationships?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, can you please explain why?		
Would you re-employ this applicant?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, can you please explain why?		

ANY ADDITIONAL COMMENTS
(i.e. based on specific work requirements or verification/clarification of examples provided throughout the assessment process)

DECLARATION
I declare the information in this report is true and accurate. I understand that the information contained within this report may be shared as part of the feedback process.
Name: _____ Date: _____
Signature: _____
<input type="checkbox"/> If returning this report by email, please check the box to declare the above statement.