

EMPLOYEE REFERENCE for: _____

Dear _____

The above named individual has applied to become a camp counselor. Summer camp & child care is provided here for children ages 3-4 years old, licensed by Nassau County Dept of Health. (S)he has given your name as an EMPLOYEE reference. Please complete the following reference form and return it to this office at your earliest convenience by fax or mail.

1. How long was the applicant employed by you? _____
2. What was the nature of the job? _____
3. Discuss the experience required for this job: _____

4. How would you describe the applicant's relationship with his/her co-workers? _____

5. Would you rehire this person to work for you? ____ YES ____ NO
6. From your knowledge, how well does he/she relate to children? _____
7. Areas of strength: _____ Areas of weakness: _____
8. Please rate the applicant on the following merits:

	Outstanding	Very Good	Good	Fair	Low	N/A
1. Character						
2. Dependability						
3. Leadership						
4. Creativity						
5. Sensitivity						
6. Tolerance						
7. Communication						
8. Enthusiasm						
9. Manners						
10. Cooperation						
11. Team Player						
12. Follows instructions						
13. Seeks advice when necessary						
14. Works independently (without constant supervision)						
15. Punctuality						
16. Uses vacation, personal & sick time responsibly						
17. Overall performance of tasks						

To your knowledge, has the applicant suffered any significant physical or nervous difficulties which would interfere with his/her work with children or staff? _____

Would you want this person hired for the position he/she is being offered at Gan Israel? Why or why not?

Reference Signature: _____ Date: _____
 Reference Printed Name: _____ Company Name: _____
 Reference Address: _____
 Reference phone #: _____ I can be called between _____ & _____

**Please fax this form to 866-539-4748 or email to chabadstaff@gmail.com
 or mail to 2083 Seneca Gate, Merrick, NY 11566**

Sincerely yours,

Chanie Kramer
 Director

For staff use only:
 Contact Date: _____ By: _____ Comments: _____