



# Hanover Central High School Employment Verification Form

**Student Name:** \_\_\_\_\_

**Cohort:** \_\_\_\_\_

*This form must be completed in it's entirety*

## 1 Employer Section

Company/Employer Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Company/Employer Address: \_\_\_\_\_

Company/Employer Phone #: \_\_\_\_\_

Date Hired: \_\_\_\_\_

Is/Was the student in good standing as an employee?  Yes  No

Does/Did the student exhibit good employability skills?  Yes  No

Please provide any additional comments about this student (optional): \_\_\_\_\_

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## 2 Student Section

Please provide a reflection of your work experience. Please include how your work experience has allowed you to demonstrate employability skills and any lessons you have learned from this work experience. Reflection must be 150 words and typed. You will also need proof of employment . (ex. Check stubs totaling 40 hours or more or a letter from your employer stating you have worked at least 40 hours.)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_