# SANTA MARIA INDEPENDENT SCHOOL DISTRICT
# EMPLOYMENT REFERENCE FORM

| Applicant | |
|---|---|
| **Name** | |
| **Position** | |
| **Campus/Dept** | |

| Reference | |
|---|---|
| **Name** | |
| **Position** | |
| **District/Firm** | |
| **Phone #** | |
| **Email** | |

1. How are you acquainted with the applicant?

2. Please confirm dates of employment and former job title?

3. What was their reason for leaving?

4. What duties were assigned to the applicant?

5. Can you tell me about the applicant's overall work performance? Attendance?

Reference Checked by:_____ Date:_____

**It is the policy of Santa Maria ISD not to discriminate on the basis of race, color, national origin, sex or handicap in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.**

TASB HR Services

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