

# CONFIDENTIAL RECOMMENDATION FORM

**Management Candidate**

**Applicant** *Please complete this section.*

Position Applied for: _____				
Name _____				
	First	Last	Middle Initial	
Address _____				
	Street	City	State	Zip
Work Phone _____	Home Phone _____	Cell Phone _____		
<b>Please read the statement below and sign where indicated.</b>				
I release from liability all persons and organizations reporting information requested by this Confidential Recommendation Form.				
Applicant's Signature _____				

The person named above is applying for a management position in the Chula Vista Elementary School District. We are interested in your assessment of this applicant. Please complete this form and return it along with any attachments directly to the address listed below. Thank you and be assured that all information will remain confidential.

- How long have you known the applicant? From: \_\_\_\_\_ To: \_\_\_\_\_
- In what capacity have you known this applicant: \_\_\_\_\_
- Based on your experience, please evaluate the applicant in each of the areas below:

	Exceptional	Excellent	Acceptable	Needs Improvement	Unable to Judge
Leadership					
Decision Making					
Problem Solving					
Organization					
Written Communication					
Verbal Communication					
Interpersonal Relationships with Students					
Cultural, Socio-Economic and Ethnicity Sensitivity					
Attitude, Initiative, and Cooperation					
<b>Additional Comments:</b>					
Signature _____			Name _____ <small>(Please Print or Type)</small>		
Position or Title _____			Company _____		
Address _____					
Telephone Number _____			Date _____		
<b>Chula Vista Elementary School District • Human Resources • 84 East "J" Street • Chula Vista • CA 91910</b>					