

Sample Personal Reference Check Questions

Always begin an employee reference check by telling the reference who you are and why you're calling.

1. What is your relationship with the candidate, and how long have you known them?
2. Would you describe the applicant as having been successful in their job? Why or why not?
3. How does the candidate handle stress and conflict in their personal life? Can you provide any specific examples?
4. What would you consider to be the individual's greatest strengths and weaknesses?
5. Is there anything else you want to share about the candidate?