

Confidential Questionnaire to References

Reference Name: _____

Mailing Address: _____

Applicant's Name: _____

The above listed applicant has applied for employment with the Oklahoma Department of Corrections and has either listed you as a reference or it has been determined that there is a past association. We are requesting your cooperation in responding to the following questions. This information will be held in the strictest confidence.

1. How long have you known the applicant? _____

2. What is the nature of your association with the applicant? _____

3. Please indicate any direct knowledge of this person in the following areas and provide an example or explanation for your response (attach additional pages as needed for examples):

- Is dependable/reliable? Example: _____
☐ Yes ☐ No ☐ Don't know

- Is trustworthy/honest? Example: _____
☐ Yes ☐ No ☐ Don't know

- Uses or has used illegal substances? Example: _____
☐ Yes ☐ No ☐ Don't know

- Engages in illegal activity? Example: _____
☐ Yes ☐ No ☐ Don't know

- Ever arrested or convicted for criminal activity?
☐ Yes ☐ No ☐ Don't know
Example: _____

- Gets along well with others?
☐ Yes ☐ No ☐ Don't know
Example: _____

- Uses good judgment?
☐ Yes ☐ No ☐ Don't know
Example: _____

- Engaged in violent or assaultive behavior?
☐ Yes ☐ No ☐ Don't know
Example: _____

- Has ever expressed intolerance for, or discriminated against, any person or group because of race, sexual orientation, disability, age, or sex?
☐ Yes ☐ No ☐ Don't know
Example: _____

By my signature below, I declare that the information submitted is true and correct to the best of my knowledge and belief.

Signature

Date

Daytime
Number

Telephone

Thank you for your assistance.