

JOINT APPRENTICESHIP & TRAINING COMMITTEE

7193 JONESTOWN ROAD, HARRISBURG, PA. 17112

Telephone (717)652-3294 Fax (717) 541-1033

**This form must be included with your application.
Please complete the both pages of this form.**

(Please Print Name of applicant) _____

The person named above is applying to Local 520's Apprenticeship Program. The applicant has indicated that you would be able to evaluate his or her qualifications and provide us with a candid recommendation. Considerable value is placed on personal references during the application review and selection process. Your input is greatly appreciated.

Name of Reference _____

Last

First

Middle

Address: _____

City, State Zip

Phone: () _____ Best time to call _____

How long have you known the applicant? Years _____ Months _____

In what capacity have you known the applicant?

Job Supervisor/Employer Clergy Volunteer Supervisor Coach

High School Teacher College Instructor Other (specify) _____

Please describe the situation in which you know the applicant: _____

In your judgment, how competent is this applicant, as demonstrated by work in the community, on school, on the job, or in a position of responsibility? Please check one.

- Outstanding Performance Above average performance
 Below average performance Non-satisfactory performance

How would you rate the applicants working relationships with other people? Please check one.

- Works well with others, can lead or follow as the occasion demands.
- Usually works well with others; can lead or follow in most situations
- Has average working relationships with others
- Has difficulty working with others
- Does not work well with others

What is your overall recommendation? Please check one.

- I recommend the applicant without reservation as an excellent candidate for the apprenticeship.
- I recommend the applicant as a good candidate for the apprenticeship.
- I have some reservations, but believe the applicant has a reasonable chance of success.
- I have some substantial doubts about the applicant.
- I do not recommend this applicant for the apprenticeship.

Please take a few minutes to explain any of your ratings and anything else about this applicant that you feel is relevant. Such as the applicant's maturity, work ethic, flexibility and dependability.

References Signature: _____