

Sample Reference Check Questions

Overview:

Reference checks are important because they provide employers with an objective evaluation of an applicant's past performance and work behavior, helping them make more informed hiring decisions. They help verify the accuracy of information provided by the applicant and allow the hiring manager to gain a broader perspective of the applicant's skills.

Questions:

1. Tell me about the candidate's role and responsibilities?
2. Did the candidate have any major accomplishments while working for you?
3. How would you describe the candidate's overall performance in their role?
4. How would you rate the candidate's [analytical/communication/leadership/etc.] skills?
5. What are the candidate's greatest strengths?
6. Are there any areas where the candidate could improve?
7. How did the candidate demonstrate their commitment to professional development?
8. In your experience, does the candidate work better alone or with a team?
9. Can you give me an example of a setback or stressful challenge that the candidate faced and tell me how they dealt with it?
10. Did the candidate receive any promotions while at your company?
11. On a scale of 1 to 10, how would you rate the candidate compared to other people you've hired?
12. Why did the candidate leave your company?
13. Would you rehire the candidate?
14. Is there anything else I should know about the candidate?