

**PIEDMONT CITY SCHOOLS  
APPLICANT REFERENCE FORM**

To: \_\_\_\_\_  
Name of Reference

Street City State Zip

I have submitted an application for a position in the Piedmont City Schools in Piedmont, Alabama. I would appreciate it if you would check the following items in the appropriate column and mail it in the enclosed stamped envelope to: Superintendent, Piedmont City Board of Education, 502 Hood St., W. Piedmont, AL 36272.

Last Name First Name Middle or Maiden Name

Signature of Applicant Field/Position Date

	Unknown	Superior	Above Average	Average	Below Average	Unacceptable
<b>Personal Qualities</b>						
Personal grooming						
Emotional stability						
Physical health						
Speech and voice quality						
Poise and self confidence						
Initiative and enthusiasm						
Acceptance of criticism						
<b>Relationships with Others</b>						
Report with students						
Report with colleagues						
Ability to work effectively with parents						
Effectiveness in group work						
<b>Professional Competencies</b>						
Competency in academic field						
Classroom management and control						
Planning and organizing for instruction						
Use of materials and techniques						
Understanding of children and learning						
<b>Professional Responsibilities</b>						
Adherence to school policies						
Support of total school program						
Use and care of equipment and facilities						
Accuracy and punctuality of reports/records						
Willingness to learn and grow professionally						

This information covers the period \_\_\_\_\_ to \_\_\_\_\_  
 What was your position during this period? \_\_\_\_\_  
 If this person is a former employee, would you re-hire? \_\_\_\_\_  
 Would you employ this person as a teacher? \_\_\_\_\_  
 Have you observed this person in a classroom situation? \_\_\_\_\_  
 Should we call you for additional information? \_\_\_\_\_  
 Other comments may be added below.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_