



# REFERENCE REQUEST

**To the Applicant:** Please enter your name and desired position in the space below. Provide a stamped envelope for the reference person with the address to Living Waters Bible Conference on the back of this form.

**To the Reference Person:** Being a member of L.W.B.C.'s staff demands the ability to work, to put others' needs above one's own, and to exhibit a commitment to a Christian lifestyle. Thank you for help in determining this.

Recommendation for..... (applicant's name)

Desired position(s) .....

How long have you known this applicant? ..... In what capacity? .....

PLEASE INDICATE HOW YOU WOULD RATE THE APPLICANT ON EACH OF THE FOLLOWING ITEMS

<b>A. Planning and carrying out work projects</b>	Above Average	Average	Below Average	Not Known
Ability to follow instructions				
Accurate, neat, complete work				
Accepts and handles responsibility				
Ability to complete assignments on time				
Faithful in reporting for work and staying on job				
Handles assignments with direct supervision				
<b>B. Working with others</b>				
Works well with co-workers				
Reponds well to authority				
Leadership ability				
<b>C. Personal Characteristics</b>				
Prompt				
Free from frequent ill health				
Flexible				
Stable under pressure				
Good personal appearance				
Shows concern for others				
Good judgement				
Pleasant disposition				
Outgoing; friendly				
Honest; truthfulness				



# REFERENCE REQUEST (page 2)

What do you consider the applicant's major strengths and weaknesses?

Strengths:.....

.....

Weaknesses: .....

.....

Have you known the applicant to have been dismissed from a job? Yes  No  (If yes, please explain)

.....

If applicant has been in your employ, would you rehire? Yes  No  (If no, please explain)

.....

Has the applicant ever been involved in a crime that includes incest, sexual battery, pornography or crime against children? Yes  No

Would you recommend this person for:

Office Work  Children's Work  Maintenance/grounds  Leadership

Service Oriented Work  (house keeping, kitchen, dining room, etc.)

We would appreciate any additional information you feel would be helpful to us.

.....

.....

.....

## TO BE COMPLETED BY PASTOR, SUNDAY SCHOOL TEACHER, SPIRITUAL ADVISOR, ETC.

Comments regarding Christian character: (desire to serve the Lord, church relationship and service, etc.)

.....

.....

Do you consider this person to be:

Doctrinally sound? Yes  No

Spiritually mature? Yes  No

Emotionally stable? Yes  No

Comments: .....

.....

.....

Signature:..... Date: .....

Address:..... Phone: .....

Please return to:

Personnel Department, Living Waters Bible Conference, P.O. Box 250, Danforth, Maine 04424