

La Joya Independent School District Reference Form

Name of Applicant (Please Print)

Position Sought

I have applied for employment with the La Joya Independent School District. I hereby give the District permission to make inquiries of references concerning my performance in the past and general character. I hereby authorize the party receiving this form to give full and complete information as may be requested by the La Joya Independent School District. I further agree that the information requested will not become part of my personnel file if I am employed by the District and I agree that the information will not be disclosed to me but will be treated as confidential by the district, and I waive any right to see this information

Date: _____, 2 _____

Legal Signature of Applicant

Will you please give us your candid opinion of the candidate's personal and professional qualifications as indicated by the items below? Your cooperation is greatly appreciated. Please return this form to:

OFFICE OF HUMAN RESOURCES

La Joya Independent School District
201 East Expressway 83
La Joya, Texas 78560

Please place a check mark in the appropriate column after each statement. The term AVERAGE should be considered as descriptive of the large middle group in the distribution of persons you have supervised.

	O U T S T A M D I N G	S T R O N G	A V E R A G E	M A C I N C E P T A L L B L E	W E A K
GENERAL APPEARANCE-grooming, dress, taste					
PHYSICAL FITNESS – health, vitality, energy					
PERSONALITY – poise, warmth, congeniality					
CHARACTER – values, habits, reliability, punctuality					
SOCIAL QUALITIES – friendliness, cooperation, tact					
EMOTIONAL STABILITY – self-control, consistency of behavior					
NATIVE ABILITY – intelligence, alertness, judgment					
VOICE – pitch, modulation, articulation					
USE OF ENGLISH – grammar, vocabulary, pronunciation					
PREPARATION – scholarship, knowledge of teaching field					
MANAGEMENT – effectiveness in routines and organization					
DISCIPLINE – motivation, control					
ATTITUDE TOWARD CHILDREN – understanding, empathic					
ETHICS – loyalty, cooperation, professional interest					
CITIZENSHIP – loyalty, respect, civic participation					
TEACHING RESULTS – pupil growth in scholarship and attitudes					
GENERAL RATING					

Would you employ the above applicant in the capacity listed above? Yes No

General evaluative statement.

Name of Person Completing Form (Please Print)

Position/Relationship to Applicant

Name/Address of Institution/Firm

Phone

Signature

Date

11/13/03