

Recruitment Reference Form

(This form can be used as a telephone reference or to obtain a written reference)
Confidential Reference Form for Clontarf Waterpolo Club.

The following person: _____ (name) has expressed an interest in working with

Clontarf Waterpolo Club as _____ (position)

If you are happy to complete this reference, any information will be treated with due confidentiality and in accordance with relevant legislation and guidance. Information will only be shared with the person conducting the assessment of the candidate's suitability for the post if he/she is offered the position. We appreciate you being extremely candid, open and honest in your evaluation.

How long have you known this person?

In what capacity have you known this person?

What attributes does this person have that would make them suited to the role applied for?

Please rate this person on the following (tick one box for each statement):

	Poor	Average	Good	Very Good	Excellent
Responsibility					
Maturity					
Self-motivation					
Can motivate others					
Energy					
Trustworthiness					
Reliability					

This post involves access to young people. Swim Ireland, it's regions and affiliated clubs are committed to the welfare and protection of young people.

Do you have any reason at all to be concerned about this applicant being in contact with children and young people? Yes No

If yes, we will contact you in confidence or request further information

Signed:

Date:

Print name:

Name of Organisation:

Position:

If this reference is obtained by telephone the person conducting the call should complete information below:

Name:

Position:

Signature:

Date: