



Name: _____

Character References

As part of the hiring process, we will do a background check. Your attendance, behavior history and work performance will be reviewed. RCBC's accredited agency will conduct a background investigation and contact the list of people you will provide.

For fresh graduates, it is suggested that you indicate your former professors or OJT supervisors as your reference on top of other people who know you personally (i.e. neighbors). On the other hand for experienced professionals, you may indicate your current or previous colleagues or supervisor.

Please provide THREE people you would like to be contacted as your character references. Complete this form by filling the information requested below and be sure that the list of contacts you provide gave you the permission to be your reference.

Note: Do not list down **immediate family member or relatives** as your character reference.

Character Reference 1

Name: _____ Contact Number: _____

Occupation/Position: _____ Employer/Company: _____

Address: _____

Relationship: _____

Character Reference 2

Name: _____ Contact Number: _____

Occupation/Position: _____ Employer/Company: _____

Address: _____

Relationship: _____

Character Reference 3

Name: _____ Contact Number: _____

Occupation/Position: _____ Employer/Company: _____

Address: _____

Relationship: _____

***** For Background Investigation File**