



6 Terrace Street, Whitefield, NH 03598-3016

### EMPLOYMENT VERIFICATION

\_\_\_\_\_ has applied for employment with us. We would appreciate your verification of the following employment information. For your convenience, we have provided this signed release. If you have any questions about it, please feel free to call.

**I authorize The Morrison to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to The Morrison. In addition, I release The Morrison, any former employers and all references listed below from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.**

\_\_\_\_\_  
Applicant Signature

-----FOR MORRISON USE ONLY-----

Employer: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_  
 Are the dates of employment as stated correct? Yes  No   
 If not, give correct dates of hire: \_\_\_\_\_ Date of separation: \_\_\_\_\_  
 Title of last position held: \_\_\_\_\_ How long? \_\_\_\_\_  
 Beginning position: \_\_\_\_\_  
 Brief summary of duties of last position: \_\_\_\_\_

RATING	OUTSTANDING	MORE THAN SATISFACTORY	SATISFACTORY	NEEDS IMPROVEMENT	UNSATISFACTORY
Job Knowledge					
Job Performance					
Dependability					
Initiative					
Judgment					
Cooperation					

Date of separation: \_\_\_\_\_ Voluntary  Involuntary   
 Eligible for rehire? \_\_\_\_\_ Yes  No

\_\_\_\_\_  
Signature and Title of Preparer

\_\_\_\_\_  
Date