



TOWN OF NORTH CASTLE RECREATION & PARKS  
 40 Maple Avenue ~ Armonk, NY 10504  
 (914) 273-3325 fax (914) 273-2139  
 www.NorthCastleNY.com

**STAFF REFERENCE**

The applicant listed below has applied for employment with the Town of North Castle Recreation and Parks Department as a camp counselor. Please assist us in our hiring process by filling out this form and returning it to the address listed above. Your candid and prompt response will be much appreciated. Please feel free to use the back of this form for any additional information you feel would be helpful to us in making our decision. All information will be held in strict confidence.

APPLICANT \_\_\_\_\_

**PLEASE CHECK THE HEADINGS BELOW AS YOU FEEL BEST DESCRIBE THE APPLICANT**

	Excellent	Good	Fair	Not Applicable
Integrity and good character				
Emotional maturity				
Leadership ability				
Interpersonal skills				
Enthusiasm				
Creativity				
Appearance				
Willingness to cooperate				
Personal conduct				
Responds to suggestions				
Rapport with children				
Rapport with co-workers/peers				

How do you know the applicant? \_\_\_\_\_ For how long? \_\_\_\_\_

If you were a former employer, would you rehire? \_\_\_\_\_

Would you recommend this applicant for employment with the Town working with children? \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Email \_\_\_\_\_

Organization \_\_\_\_\_ Phone No. \_\_\_\_\_