



Medina County Board of Commissioners

Disclosure & Consent for Employment References & Verifications

To ensure accuracy, you must PRINT in clear letters and complete this form in its entirety.

In connection with my application for employment I understand that reference checks and requests for work history verifications will be made regarding my current or past employment. These reports will include some or all of the following components relating to my employment experience: job description, dates of employment, position(s) held, subjective or objective opinions of my job performance, reputation and character, reasons for departure of past employment and/or eligibility for rehire.

Who is your current employer? _____

May we contact your current employer to verify your employment and a reference interview? **Yes or No**

Phone Number: _____ - _____ - _____

Please provide 3 work-related references we may contact in the space below. Only list your most recent employers, managers, and/or supervisors. Family, co-workers or friends are **NOT** applicable. **DO NOT** list individuals you do not want contacted. All references will be contacted that are listed below.

.....
 Reference's Name: _____ Reference's Position: _____

Name of company you worked at with this reference: _____

Name of company that this reference currently works at, if different: _____

Reference's Phone Number: _____ - _____ - _____ Reference's Email Address: _____

.....
 Reference's Name: _____ Reference's Position: _____

Name of company you worked at with this reference: _____

Name of company that this reference currently works at, if different: _____

Reference's Phone Number: _____ - _____ - _____ Reference's Email Address: _____

.....
 Reference's Name: _____ Reference's Position: _____

Name of company you worked at with this reference: _____

Name of company that this reference currently works at, if different: _____

Reference's Phone Number: _____ - _____ - _____ Reference's Email Address: _____

I hereby authorize any of the above-listed employers to release the information regarding my current or past employment. I hereby authorize _____ to send a facsimile or electronic copy of
(Medina County Hiring Dept.)
 this signed consent form to any references listed above or any employers listed on my résumé.

Please PRINT your full name: _____

Candidate Signature: _____

Date: _____