

Reference Check Question Guide

HR & WorkTech

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Builds a structured, legally-safe reference-check question guide with interpretation tips and a consent note. Use it to run reference checks that are informative and fair. For candidate evaluation, use the Candidate Evaluation Summary.

Purpose of this tool & output

Structured questions for reference checks

How the output is used

Use it for structured questions to run consistent, useful reference checks before an offer.

Important cautions

AI-generated guide; avoid discriminatory questions.

Companion documents

- Structured Interview Question Bank
- Competency-Based Question Generator
- Technical Screening Question Set
- Interview Scorecard / Rubric
- Case-Study / Assignment Designer
- Panel Interview Guide

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.