

Reference Check Phone Interview Questions:

1. In what capacity do you know the candidate?
2. What were his/her duties and responsibilities?
3. Describe their overall attitude?
4. Please tell me about their passions?
5. What are their top strengths?
6. What are their top weaknesses?
7. Ability to lead a major ministry area (e.g. children's)
8. Are they a team player? Do they have the ability to lead and to inspire people to a task?
9. Are they a hard worker?
10. How reliable are they? Do you ever wonder if a task you have given them will be done correctly and on time?
11. Do they balance family life work well? Describe their relationship with their spouse?
12. Do they pay attention to detail? Do they produce work that is excellent?
13. Do they have strong communication skills? How well do they relate to others?
14. Are they humble? Do they have a teachable spirit?
15. Are they competent?
16. Do they have an ability to quickly grasp issues and see the big picture?
17. Do you have any concerns about their ability to perform the role in which we are considering placing them?
18. How strong of a recommendation do you give? (1 – 10 scale)
19. Is there anything you think I should know that I didn't ask? Is there someone else I should speak to about them?