



Volunteer Services Program

Multnomah County Department of Community Justice

501 SE Hawthorne Blvd. #250

(503) 988-5634

Portland, OR 97214

Fax: (503) 988-4132

www.co.multnomah.or.us/dcj/volunteers.html

autumn.a.ray@co.multnomah.or.us

REFERENCE QUESTIONNAIRE

Please have someone who has known you for at least two years complete this form and return it as soon as possible. School or professional references are preferred. Relatives will not be accepted as references.

_____ has applied to work as a volunteer or intern and has given your name as a reference. Please answer the questions below.

1. How long have you known the above?
2. In what capacity?
3. What have you observed as strengths?
4. What have you observed as weaknesses?
5. Describe his/her ability to work with people.
6. Describe his/her ability to work in difficult situations.
7. Additional comments:

(Please Print Name)

(Signature)

(Complete Address)

(Phone Number)

(Email Address)

Please fax to the attention of Autumn A. Ray (503) 988-4132 or mail to the address above