

# Auxiliary Volunteer Confidential Reference

(Please note that references cannot be from friends or family)

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**When complete, please return via mail to address below or email to gayecora@tgh.org:**

**Tampa General Hospital**

**Attn: Gisela Yecora, Auxiliary Coordinator**

**Volunteer Services**

**PO Box 1289**

**Tampa, Florida 33601-1289**

The individual identified above has applied as an Auxiliary Volunteer at Tampa General Hospital.

How long have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My knowledge of the applicant’s character and/or competence is based on:

Personal knowledge from close working relationship

As a teacher

Long-time observation

Short-time observation

Other (describe) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please select the category for each section that would best fit your knowledge of the applicant’s character or competence.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Excellent | Good | Average | Fair | Poor | Unknown |
| Ability to accept supervision and direction graciously |  |  |  |  |  |  |
| Ability to be flexible and adaptable according to changing needs |  |  |  |  |  |  |
| Ability to comprehend and follow directions |  |  |  |  |  |  |
| Ability to cope under pressure |  |  |  |  |  |  |
| Ability to exhibit warmth, empathy, patience |  |  |  |  |  |  |
| Ability to maintain confidentiality |  |  |  |  |  |  |
|  | Excellent | Good | Average | Fair | Poor | Unknown |
| Ability to problem solve |  |  |  |  |  |  |
| Ability to promote a positive image of TGH Volunteer through professional conduct, appearance, and communication |  |  |  |  |  |  |
| Ability to work independently and will ask for clarification on assignments/tasks as needed |  |  |  |  |  |  |
| Dependability (attendance, punctuality) |  |  |  |  |  |  |
| Have clear written and/or verbal communications skills when interacting or providing information to others |  |  |  |  |  |  |
| Listening Skills |  |  |  |  |  |  |
| Treats others with respect, kindness and dignity at all times |  |  |  |  |  |  |

Please check one of the below:

Recommend without reservations

Recommend with the following exceptions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do not recommend

Additional Comments:

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Signature of person completing this form Print name and title/credentials

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Email

04/18