

Our ref:

Appendix 1.3

People Services Centre (Resourcing)
Devon & Cornwall Police
Middlemoor
EXETER
EX2 7HQ

13 March 2014

Telephone: 01392 452020 (Option 1)

Dear

RE: Andrew WHITE

D.O.B.: ??????

The above named has applied for the position of Chief Executive for the Office of the Police and Crime Commissioner for Devon and Cornwall and has given your name for reference purposes. I have enclosed a role profile for your information and would be grateful if you could complete the relevant sections below and return to the address above. For personal references please complete Section 2 only:

Section 1: Employer Referees

Dates employed with your organisation: From: _____ To: _____

Job title: _____ Grade/salary: _____

Details of current disciplinary or performance issues:

Please comment on team working skills and working with confidential information:

Reason for leaving/seeking new position:

Would you re-employ him/her? YES / NO (If 'NO' please detail)

Section 2: All Referees

From the details you have received about the post and your knowledge of the candidate, would you please provide any information in support of their application. This should include details of any specific skills and abilities, strengths and weaknesses in relation to the post:

Do you know of any reason why we should not employ him/her? If so please specify:

I declare that the information given in this reference is to the best of my knowledge correct and accurate. *I confirm that I have personal knowledge of the applicant / I have discussed the applicant with their direct line supervisor prior to completing the reference. (* Please delete as appropriate)

Signed:

Date:

Position (where applicable):

Relationship to applicant:

How long have you known the applicant?

Yours sincerely