

Character Reference

References do not have to be completed in English, but any non-English references need to be accompanied by an English language translation.

Please ask your **non-family related referee** to fill in the reference form for you.

Ideally your referee should be someone who has known you for at least two years, and should be a professional or academic person or similar.

To the referee:

_____ is applying to Aupairia to be an Au Pair in China. Your reference will be used to help us match the applicant to a Chinese Host Family. Please fill in the form honestly, completely and provide as much detail as possible. You may write in your native language if you do not feel comfortable writing in English.

Name of referee: _____

Relationship to applicant: _____

*Are you a relative of the applicant? Yes No

*Please note that if you are a relative of the applicant, you may not provide the main reference. In that case, your reference will be accepted as a secondary reference.

Do you speak English? Yes No If no, what is your native language?

_____.

Referee's Contact Details

Aupairia may contact you to verify the reference using the details provided below.

Mailing Address:

Phone number (Country code + area code+ number): _____

Email: _____

1. How long and in what capacity (eg co-worker, neighbor) have you known the applicant?

2. How would you describe the character and personality of the applicant?

3. Please list the applicant's strengths and weaknesses:

4. What qualities do you think the applicant could bring to the role of Au Pair to a

Chinese family?

5. Do you think the applicant would be able to adapt and be flexible to the challenges of living in China?

6. Please rate the applicant's ability in the following areas:

Communication skills	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Responsibility	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Independence	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Friendliness	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Manners	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Patience	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to solve problems	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to cooperate with others	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor

7. Any other remarks about the applicant

Name of referee: _____ **Referee signature:** _____

Occupation: _____ **Date:** _____

(To be completed by Aupairia representative) This confirms that I have spoken with the referee above to verify this information including the accuracy of the translation, if any.

Verified by Aupairia Representative/International Partner: _____

Date: _____