



**Australian Government**

**Royal Australian Mint**

**REFEREE REPORT FORM**

*Use of this form is optional, although its use will facilitate the Selection Committee in its assessment of the candidate. If this form is not used, the alternative report should be structured to ensure that it includes the type of information requested in this form.*

*In completing this form, it is essential that the referee refer to the attached 'Advice to Supervisors /Referees'. That advice explains the rating scale being used in staff selections in the Mint.*

*Upon completion, this form should be provided to the candidate for forwarding to the Selection Committee, unless the Convenor of the Committee has requested you to forward it directly to the Committee. In this case, the Convenor will provide the candidate with a copy of your report.*

**Applicant's Name:**

**Position Applied for/Classification:**

**Branch:**

**Position No:**

**Referee's Name:**

**Position and Organisation:**

**Relationship to applicant** (*include type of relationship, eg managerial, supervisory or social etc, and the duration*) Manager

**Criterion 1:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 2:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 3:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 4:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 5:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 6:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Criterion 7:**

Circle appropriate rating: E VG G RD NS NR

Provide comments below to justify rating.

**Other Comments:**

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Referee's signature

Applicant's signature