**候选人背景调查表**

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| 候选人姓名 | |  | | | 电话 |  | | | 岗位 |  |
| **背景资料提供者信息** | | | | | | | | | | |
| 姓名 |  | | 职位 | |  | | | 电话 |  | |
| **信息提供者与候选人的关系和相关信息** | | | | | | | | | | |
| 1、您与候选人的工作关系？ | | | |  | | | | | | |
| 2、您何时与候选人一起共事，共事的时间？ | | | | | | |  | | | |
| 3、候选人的离职原因？ | | | | | | | | | | |
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| 4、候选人入职和离职的职位情况？ | | | | | | | | | | |
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| **信息提供者的意见** | | | | | | | | | | |
| 1、您如何评价候选人的工作？ | | | | | | | | | | |
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| 2、候选人的优势是什么？与上下级及同级关系如何？ | | | | | | | | | | |
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| 3、候选人哪方面需要提高？ | | | | | | | | | | |
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| 其他意见： | | | | | | | | | | |
| 背调日期： 背调人： | | | | | | | | | | |