



## REFERENCE FROM A PARISH PRIEST

Applicants for employment with the Catholic Education Office need to have a pre-existing rapport with their Parish Priest from their Parish of worship prior to arranging **an interview** with the Parish Priest to have this form completed.  
The cooperation of parish priests in completing this pro-forma is appreciated.

### TO BE COMPLETED BY THE APPLICANT

**Name:**

I am involved with my Parish ☐ Yes ☐ No

I have met with my Parish Priest ☐ Yes ☐ No

*The Priest is to be provided with a stamped and addressed envelope to:*

**Human Resource Services**

**Catholic Education Office**

**Diocese of Wollongong**

**Locked Mail Bag 8802**

**WOLLONGONG NSW 2500**

*Please add a photo to assist the Parish Priest in identifying you.*

### TO BE COMPLETED BY THE PARISH PRIEST

**Name of Priest:**

**Parish:**

**1. How long have you known the applicant?**

☐ 5 years + ☐ 1 year + ☐ 12 months or less ☐ Unknown to me

**2. How well do you know the applicant?**

☐ Very Well ☐ Moderately ☐ By sight ☐ Not Applicable

**3. Is the applicant a regular attendee at Mass in your Parish?**

☐ Regularly ☐ Occasionally ☐ I cannot say ☐ Attends at another parish/faith congregation

**4. Does the applicant assist in any of the following?**

☐ Lector ☐ Music ☐ Pastoral council ☐ Parish financial giving  
☐ Other \_\_\_\_\_ ☐ No

**5. Brief outline of your appraisal of this person's suitability to teach/work in a Catholic School:**

**Signed:**

**Date:**

Please note that this reference will be retained by the CEO for 12 months and can therefore be used for any applications made by the aforementioned person during that period.