

Tester Response Form

Name of tester: \_\_\_\_\_ Test #: \_\_\_\_\_ Team # \_\_\_\_\_

Ad from  NY Times  NY Post  Daily News  Monster  Vill.Voice

Criminal record condition?  yes  no Associates Degree?  yes  no

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Borough:  Manht'n  Brookl'n  Queens  Bronx  Stat.Is

Company phone: \_\_\_\_\_

Job title: \_\_\_\_\_

<b>Directions</b>
_____
_____
_____
_____
_____
_____

**Phone contact:**

Did you talk to the employer by phone?  yes  no If yes, in what order?  first  second  third

Date of phone contact: \_\_\_/\_\_\_/\_\_\_ Time of phone contact: \_\_\_\_\_

What did you discuss over the phone? (check all that apply)

- I was asked to come in for an interview. When? \_\_\_\_\_
- I was told the position had been filled. When? \_\_\_\_\_
- I was asked for more information about my qualifications, background, experience, etc. What were you asked? \_\_\_\_\_

**In-Person Contact:**

Date: \_\_\_/\_\_\_/\_\_\_ Time of arrival: \_\_\_\_\_ Time of departure: \_\_\_\_\_ Order:  first  second  third

How did you apply? (check all that apply)  application  resume  did not apply

All testers: was information about a criminal record  asked on the application  asked in person  
(check all that apply)  not asked  other

Did employer/application indicate they would perform a criminal background check?  yes  no

Did employer/application indicate they would perform a drug test?  yes  no

Contact with person in charge of hiring:  none  minimal  conversational  interview

Did the employer ask about where you live?  yes  no  N/A

Did job require:  customer service  handling cash  manual labor (check all that apply)

other \_\_\_\_\_

Number of hours/week: \_\_\_\_\_

Time of day (night shift, day shift, variable, etc.): \_\_\_\_\_

Does this job pay a  salary (monthly/yearly)  wage (hourly)  wage+commission  commission only

How much does this job pay? \$\_\_\_\_\_ per hour / day / week / month / year (circle one)

Benefits:  yes  no  don't know

\* Size of company (number of employees): \_\_\_\_\_

Were you asked for identification?  yes  no

If yes, which?  driver's license  social security card  other \_\_\_\_\_  
(check all that apply)

All testers: if asked about your criminal record on the application or in person, please record the question and your answer \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With whom did you speak to about applying for this job? (If more than one, describe most senior contact)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Race:  white  African-American  Hispanic  Asian  other \_\_\_\_\_

Gender:  male  female Approximate age: \_\_\_\_\_ years

Was this the person in charge of hiring for this job?  yes  no\*  don't know

\* If no, what is the name of the person in charge of hiring for this job? \_\_\_\_\_

Describe the racial composition (#) of the other *applicants*: \_\_\_\_\_  white \_\_\_\_\_  black

\_\_\_\_\_  Latino \_\_\_\_\_  other

Describe the gender composition (#) of the *applicants*: \_\_\_\_\_  men \_\_\_\_\_  women

Describe the racial composition (#) of the *employees*: \_\_\_\_\_  white \_\_\_\_\_  black

\_\_\_\_\_  Latino \_\_\_\_\_  other

Describe the gender composition (#) of the *employees*: \_\_\_\_\_  men \_\_\_\_\_  women

Were you asked to take any tests?  yes  no If yes, which? \_\_\_\_\_

How well do you think you did on the test? (your best guess)





