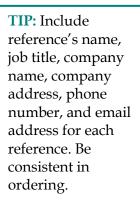


# Sample Reference Page

The purpose of a reference page is to have a list of individuals that can verify and expound on your experience to a potential employer. Consider professors, advisors, and current or past supervisors as potential references. Always ask permission before you include their name and contact information on your reference page. Finally, make sure to stay in contact with your references regarding your job search and give them a copy of your resume – it will help them be better prepared to talk about your experiences to employers.

TIP: Use the same contact header that you used on your resume and cover letter. This will give all of your application material a clean, consistent, and professional look.



**TIP:** Text should be either aligned left or centered.

TIP: Double check your references' names and contact information to make sure everything is correct and current.



## Chauncey Chanticleer

123 Coastal University Drive, Conway, South Carolina 29526 cchanti@g.coastal.edu • 843-555-5678 • www.linkedin.com/in/chaunceychant

### References

### **Dr. Connor Davis**

Associate Professor/ Department of Biology Chair Coastal Carolina University P.O. Box 261954 Conway, SC 29528 843-555-4444 cdayis@coastal.edu

#### Mr. Devon Wakeman

Resident Director
Coastal Carolina University
P.O. Box 261954
Conway, SC 29528
843-555-9987
dwakeman@coastal.edu

#### Ms. Rachel Thomas

Store Manager Coach Inc. 10835 Kings Rd. Suite 725 Myrtle Beach, SC 29572 843-555-1234 rthomas@gmail.com