

Reference Page Format



REFERENCES

Goldy Gopher

Head of Entertainment; Gopher Sports (Known since 2014, Former Supervisor)

TCF Bank Stadium, Minneapolis, MN 55455

Email: goldygopher@umn.edu

Phone: 612-625-3339

Big Boss

Owner/Operator; Little Toni's Pizza Parlor (Known since 2013, Former Supervisor)

200 Park Blvd., Eagan, MN 55123

Email: bigtony@email.com

Phone: 612-625-3339

Dr. Nancy Kaye

Professor; Human Resource Development Department, University of Minnesota
(Known since 2015, Professor for two courses)

128 Pleasant Street, 244 Appleby Hall, Minneapolis, MN 55455

Email: nkaye@umn.edu

Phone: 612-625-3339

REFERENCE PAGE TIPS

- + Include 3-6 references
- + Professional references include former supervisors, colleagues, professors, or others who can speak to your skills and strengths
- + Ask each reference if they would be willing to be a reference for you and provide a strong recommendation
- + Let your references know when you are interviewing and for what type of position and provide them with your resume and a copy of the position description
- + Bring your reference list with you to the interview printed on professional resume paper
- + Thank your references for their help and keep them updated

FOR MORE INFORMATION

CEHD Career Services

360 Education Sciences Building

www.cehd.umn.edu