

The Anatomy of a Great Reference Sheet

Name

We want to make it easy for hiring managers to know whose references these are.

Austin Belcak

PARTNER MANAGER

austin@cultivatedculture.com

215.292.1109

[LinkedIn.com/in/abelcak](https://www.linkedin.com/in/abelcak)

Your Info

Always include your email, phone number, and a link to your LinkedIn profile!

Their Info

Always include your reference's full name, the company they work for, their phone number, and their email address.

Leanne Price

Director of Partner Development

Microsoft

123.456.7890

lprice@microsoft.com

Leanne was my manager at Microsoft for 3.5 years. She helped on board me and played a significant role in my winning Microsoft's Platinum Club award for top sales attainment.

Context

Always provide context in the form of results, projects, or achievements. This helps direct the conversation.

James Fisher

Partner Sales Executive

Microsoft

123.456.7890

jfisher@microsoft.com

James was my sales executive for 2 years at Microsoft, we partnered to manage our segment's two largest accounts, growing them by 27% year-over-year.

Hiral Jameel

Account Coordinator

Microsoft

123.456.7890

hjameel@gmail.com

Hiral was our account coordinator at Microsoft. I was responsible for onboarding and training her to provide reporting and analysis that would help drive our business.

Abigail Brown

Director

AfterSchool Alliance

123.456.7890

abigail@afterschoolalliance.com

Abigail is the director of a charity that I volunteer for. I offer my time helping underprivileged kids update their resumes and land their first job.

Order

Always list your references from most important to least important.

Relation

Your final line for each reference should open with a statement about your relationship.

Resume Reference

Albert Henry Buck



Resume Reference:

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professional resume in 1482 Consider recent job finding history In 1986 fax machines and postal mail were the most popular ways to send resumes and cover letters In the 1990s the Internet boom kicked in with new tools to connect jobs and people e mail websites cell phones mailing lists and online bulletin boards In the 21st century the double time march of recruiting technology skyrocketed building a techno swamp populated with endless ideas of how to connect work and people through smartphones wonder tablets apps and social media for virtual networking You re competing in a new world of work out there If your job search is treading water or even drowning there s a better way Make a splash Engage hiring authorities through a communications centered campaign with smart content

Job Search 101 , How to Make Your PhD Work Thomas R. Coughlin,2023-10-31 How to Make Your PhD Work A modern guide for a challenging modern PhD market The job market for PhDs in science and engineering has become immensely more challenging in the last decade As of 2022 less than 5% of PhDs attain permanent academic positions yet books about navigating PhD programs continue to treat permanent academic employment as the assumed norm Today s PhDs need tools not only for completing their programs successfully but for positioning themselves in a varied and competitive job market How to Make Your PhD Work meets this need with concrete empowering advice that takes account of modern job market challenges and opportunities It cuts through widespread misconceptions about STEM careers and funding offers tips for navigating difficult degree programs and supplies current or prospective PhDs with the tools to radically transform their post degree career prospects How to Make Your PhD Work readers will also find Detailed discussion of topics including postdoctoral fellowships nonacademic careers success in industry and more Twelve stories from PhD students who talk about their relationship with their advisor their success with their project and their transition into their careers Worksheets and case studies designed to help PhDs map out potential career paths An author with extensive experience of the nonacademic job market and a real understanding of the challenges STEM PhDs face How to Make Your PhD Work is ideal for any STEM PhD student prospective student or early career researcher looking to improve their positions in the job market

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McGraw-Hill's Big Red Book of Resumes The Editors of VGM Career Books, 2002-06-18 This informative guide can tip the scales in the reader's favor by providing the best most market proven examples of resumes in every field

How to Land Your First Paralegal Job Andrea Wagner, 2001 For courses in Introduction to Paralegal Studies Paralegal Internship and Finding Paralegal Employment This practical handbook workbook provides hundreds of tips drawn from the author's extensive experience as a legal assistant recruiter placement director and career counselor Easy to read and understand it explores such topics as where the jobs are what law firms are looking for how to impress potential employers what previous careers best prepare people to be paralegals how to land paralegal jobs even without training job opportunities with the federal government and more In The Prentice Hall Paralegal Series This handbook may also be used for subsequent job searches in the legal field

Reference Quarterly, 1984 *Calendar, History, and General Summary of Regulations*, 1895

Resumes for Performing Arts Careers VGM Career Books (Firm), 2004 The front section of the book consists of basic

information including worksheets for organizing the various resume sections suggestions for what to include and what to leave out and tips on picking a layout and design that highlight your strengths and downplay your weaknesses The second section provides polished professional examples of nearly 100 resumes and 20 30 cover letters A Reference Handbook of the Medical Sciences Albert Henry Buck,1889 *Resumes for Law Careers* VGM Career Books (Firm),2002 This title is part of the VGM Professional Resumes series presenting job hunters with examples of resumes and covering letters pertinent to their career They are all in one guides to writing resumes and covering letters with many examples specific to the field This edition contains thoroughly revised information and includes basic job search advice 100 sample resumes and 20 sample covering letters The first section of the book consists of basic information including worksheets for organizing the various resume sections suggestions for what to include and what to leave out and tips on picking a layout and design that highlight your strengths and downplay your weaknesses The second section provides polished professional examples of resumes and covering letters **A Commentary, Critical and Explanatory, on the Old and New testaments** REV. ROBERT JAMIESON, D.D., REV. A. R. FAUSSET, A.M., REV. DAVID BROWN, D.D.,1878 *Report of the Superintendent ... Showing the Progress of the Work* U.S. Coast and Geodetic Survey,1889

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