



## **Tips for Picking Good References**

- **Someone who will say good things about you**
  - **Someone who can be contacted by phone during the day**
  - **Get permission-always ask before offering someone's name as a job reference**
  - **Coach your references on what to say**
  - **Give them copy of your resume**
  - **Select responsible people with good job titles**
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### **Work References (people who know what kind of work you do)**

- **Teachers**
- **Guidance Counselors**
- **Employers/Former supervisors**
- **Customers**
- **Co-workers**
- **Advisors/Coaches**

### **Personal References (people who know the kind of person you are)**

- **Adult friends**
- **Neighbors who have know you for years**

### **Some People to Avoid As References**

- **Relatives**
- **Friends**
- **Anyone who will not say positive things about you**