**Your Referees**

On the following page is a template which you can complete for handing out at your interview.

This is designed for those who want to save space on their resume or maintain the confidentiality of their referees with *Referees available and provided upon request.*

Remember, it is important that others can see clearly how you know a referee by listing their position and company where they work.

Where a referee has moved into a new role or company, this in no way negates them as a valid referee. List them as how you knew them eg *Former Supervisor, ABC Company,* with their current contact details.

Wishing you all the best with your upcoming interview.

You are now ready to delete this first page 😊

Visit [www.simplycareers.com.au/freebies](http://www.simplycareers.com.au/freebies) for other useful resources.

**JOE JOBSEEKER**

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Name of position applied for

**PROFESSIONAL REFEREES**

**Name**

Title

Company Name

Phone

Email

**Name**

Title

Company Name

Phone

Email

**Name**

Title

Company Name

Phone

Email