**Name N. Name**

### Name Street NE, Apartment ### • Washington, DC ##### • (###) ###-#### • namenameceo@gmail.com

**REFERENCES**

You should have 3-5 references. Each reference should be able to provide different information about the job-specific qualities, skills, and experience you have. Your references should not be your friends or relatives.

Name and Title: Professor Michael Abramowicz

Classes I took with him: Civil Procedure I/Corporations

Office: The George Washington University Law School

Location: Washington, DC

Phone Number: (XXX) XXX-XXXX

Email: email@law.gwu.edu

Name: Sylvia Long

Title: Supervising Attorney

Office: Maryland Office of the Public Defender, Child In Need of Assistance (CINA) Division

Location: Rockville, MD

Phone Number: (XXX) XXX-XXXX

Email: email@opd.state.md.us

Name and Title: Administrative Judge Richard Schneider

Office: U.S. Equal Employment Opportunity Commission

Location: Washington, DC

Phone Number: (XXX) XXX-XXXX

Email: email@eeoc.gov

You can list me as a reference, if you would like to do so. If you are still in the program, you would receive an honest, but positive reference from me.

Megan Johnson

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