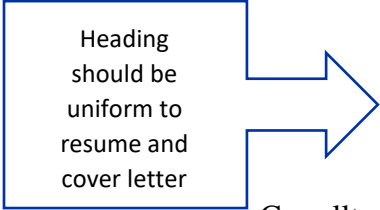


Heading
should be
uniform to
resume and
cover letter



History Hannah

Carrollton, GA | hhannah1@my.westga.edu | (678) 122-4243

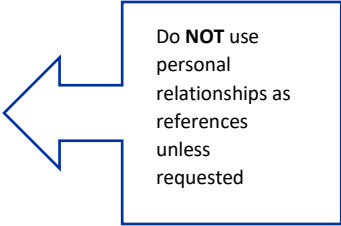
Professional References

Mr. George Washington, Director of Curatorial Department, Smithsonian American History Museum
14th Street and Constitution Avenue, NW
Washington, DC 22136
(534) 906-0078
gWASHINGTON1@si.edu

Dr. Warren Britain, History Department Chair, University of West Georgia
1601 Maple St.
Carrollton, GA 30118
(678) 926-2019
wbrita21@westga.edu

Ms. Masey Dixon, Associate Professor, University of West Georgia
1601 Maple St.
Carrollton, GA 30118
(678) 926-2018
mdixon5@westga.edu

Meghan Sparks, College Roommate
912 Lovvorn Rd.
Carrollton, GA 30118
(902)-276-9819
meg.sparks@gmail.com



Do **NOT** use
personal
relationships as
references
unless
requested

REFERENCE TIPS

Ask permission before listing someone as a reference

DO NOT list references on your resume

Heading
should be
uniform to
resume and
cover letter

History Hannah

Carrollton, GA | hhannah1@my.westga.edu | (678) 122-4243

Professional References

Mr. George Washington

Director of Curatorial Department
Smithsonian American History Museum
14th Street and Constitution Avenue, NW
Washington, DC 22136
(534) 906-0078
gWASHINGTON1@si.edu

Dr. Warren Britain

History Department Chair
University of West Georgia
1601 Maple St.
Carrollton, GA 30118
(678) 926-2019
wbrita21@westga.edu

Ms. Masey Dixon

Associate Professor
University of West Georgia
1601 Maple St.
Carrollton, GA 30118
(678) 926-2018
mdixon5@westga.edu

Meghan Sparks, College Roommate
912 Lovvorn Rd.
Carrollton, GA 30118
(902)-276-9819
meg.sparks@gmail.com

Do **NOT** use
personal
relationships as
references
unless
requested

REFERENCE TIPS

Ask permission before listing someone as a reference

Do NOT list references on your resume

WHAT TO INCLUDE ON YOUR REFERENCE LIST

First and Last name of reference
Reference's Title
Name of company/organization
Company/organization address
Reference's phone number
Reference's professional email