

Character Reference

After speaking with many individuals, almost all of them tell me that an employer has never asked for their GPA from school, but all of them were asked for character references, and in most cases the references were called. A character reference is someone who can vouch for your character – what kind of person you are – can you be trusted, do you work hard, how you handle anger, can you work well with others...

Your assignment this week is to write down three names that you would list as character references during an interview. Remember that a character reference cannot be a family member and ideally should be someone who has seen you at work or at school.

List References

1. Name: _____ Relationship: _____

Why did you choose this person?

2. Name: _____ Relationship: _____

Why did you choose this person?

3. Name: _____ Relationship: _____

Why did you choose this person?

Next, write a letter of reference about yourself from the point of view one of the three individuals on your list. In this letter you are to talk about your character and distinguish yourself from other candidates, but you can only do it from this person's point of view.