

**Michelle**

**phan**

30th November 2016

**Mr Smith**

Position in Company

Company Name

123 Street Name,

Town/City,

State/County,

Post/Zip Code

Your Name

Your Profession

123 Street Name,

Town/City,

State/County,

Post/Zip Code

A B O U T M E

R E F E R E N C E S

**Name of reference**

***Title at his or her organization***

**Organization name**

Street address

City, state and zip

Work Phone:

Home Phone:

Relationship to you (if it’s not clear from your resume and cover letter)

Skills/projects of yours that this reference might discuss

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Aenean eu leo quam. Pellentesque ornare sem lacinia quam venenatis vestibulum. Aenean lacinia bibendum nulla sed consectetur. Praesent commodo cursus magna, vel scelerisque nisl consectetur et. Cras mattis consectetur purus sit amet fermentum. Fusce dapibus. Aenean eu leo quam. Pellentesque ornare sem lacinia quam venenatis vestibulum. Aenean lacinia