

Don Richard Associates

PROFESSIONAL REFERENCES

Please list four (4) **professional references** (personal references are not acceptable), preferably previous supervisors, that we may contact in order to verify your employment history. **Please ensure that there is at least one supervisor provided and all the references are not from the same company.** If you are currently working, **we will not** contact your current employer without your permission.

In order to qualify for employment with DRA, we must be able to obtain 3 satisfactory references from supervisors and co-workers. Please provide all the information necessary to contact your references.

Company Name: _____
City & State: _____ Email: _____
Your Position/Title: _____ Dates of Emp: _____ - _____
Name & Title of Reference: _____
Phone: Wk # _____ Home # _____ Cell #: _____
OK to contact? yes or no Is reference still there? yes or no _____
(If no, current company)

Company Name: _____
City & State: _____ Email: _____
Your Position/Title: _____ Dates of Emp: _____ - _____
Name & Title of Reference: _____
Phone: Wk # _____ Home # _____ Cell #: _____
OK to contact? yes or no Is reference still there? yes or no _____
(If no, current company)

Company Name: _____
City & State: _____ Email: _____
Your Position/Title: _____ Dates of Emp: _____ - _____
Name & Title of Reference: _____
Phone: Wk # _____ Home # _____ Cell #: _____
OK to contact? yes or no Is reference still there? yes or no _____
(If no, current company)

Company Name: _____
City & State: _____ Email: _____
Your Position/Title: _____ Dates of Emp: _____ - _____
Name & Title of Reference: _____
Phone: Wk # _____ Home # _____ Cell #: _____
OK to contact? yes or no Is reference still there? yes or no _____
(If no, current company)

I hereby authorize Don Richard Associates to contact the above references on my behalf.

Signature

Date

(Print Name)

(Last name at time of employment)