

## For this activity:

Scroll right to the next step.

Step 5 of the 5 steps of the CV Wizard is 'References'.

### 5. References ✕

**WANT TO SHOW YOUR REFERENCES?**

**HIDE**

\*If you choose to hide your referee's details, this will not appear on your CV. References available on request

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**NAME OF REFEREE**

Referee Name

**NAME OF ORGANIZATION**

Organization

**ROLE OF REFEREE**

Please select


**EMAIL ADDRESS**

Email Address

**PHONE NUMBER**

Phone

**Need a bit of help ?**



**HERE ARE A FEW TIPS:**

- A referee is will reassure the employer that you are an honest person and would bring value into their company
- Choose 2 suitable people. Past managers, key customers or perhaps your course tutors if you've not worked yet
- Always get permission from your referees before you add their details to your CV
- Never make negative comments about past employers on your CV or at interview; be positive

**CV+ activity 06**

# Nearly there!

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## Page Count

Keep it under 2 sides absolute maximum and 1 side ideally. It's okay if it's over 2 pages today, just aim to whittle it down before sending it to an employer. Take a look at the content and where you can change sentences to lists instead, this is a great way to reduce it and make the document more punchy.

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## What do you want to call this version?

When you start applying for jobs in different industries, or with varying specialisms, you will want to tailor your CV for the employer to prioritise the information he/ she will want to hear about for the role you're applying to. Soon, you will be able to save different versions in CV+. We'll let you know when we release this new feature.