**Reference Contact List Template**

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| **Reference Name:** | [Evelyn Rodriguez] |
| **Relationship to Applicant:** | [Former Supervisor] |
| **Company/Organization:** | [SolarTech Innovations, Inc.] |
| **Position:** | [Senior Project Manager] |
| **Years Known:** | [5 years] |
| **Address:** | [123 Solar Ave, Suite 200, San Francisco, CA 94102] |
| **Phone Number:** | [555-123-4567] |
| **Email Address:** | [e.rodriguez@solartech.com] |
| **Best Time to Contact:** | [Weekdays, 9 AM - 5 PM PST] |
| **Specific Contributions/Projects Worked On Together:** | |
| [Developed a renewable energy project in 2056; streamlined project workflow resulting in a 30% increase in efficiency] | |
| **Additional Notes:** | |
| [Evelyn can provide detailed insight into my project management skills and team leadership abilities.] | |
| **Reference Name:** | [Marcus Chen] |
| **Relationship to Applicant:** | [College Professor] |
| **Institution:** | [University of Technology, Boston] |
| **Department:** | [Department of Computer Science] |
| **Years Known:** | [3 years] |
| **Address:** | [456 Innovation Drive, Boston, MA 02115] |
| **Phone Number:** | [555-987-6543] |
| **Email Address:** | [m.chen@utb.edu] |
| **Best Time to Contact:** | [Weekdays, 2 PM - 6 PM EST] |
| **Specific Contributions/Projects Worked On Together:** | |
| [Collaborated on a research project in 2057 exploring advanced algorithms in artificial intelligence] | |
| **Additional Notes:** | |
| [Professor Chen can discuss my analytical skills and research capabilities in computer science.] | |
| **Reference Name:** | [Olivia Grant] |
| **Relationship to Applicant:** | [Volunteer Coordinator] |
| **Organization:** | [Green Earth Initiative] |
| **Position:** | [Community Outreach Director] |
| **Years Known:** | [2 years] |
| **Address:** | [789 Greenway Blvd, Seattle, WA 98104] |
| **Phone Number:** | [555-321-0987] |
| **Email Address:** | [o.grant@greenearth.org] |
| **Best Time to Contact:** | [Weekends, 10 AM - 4 PM PST] |
| **Specific Contributions/Projects Worked On Together:** | |
| [Organized a city-wide recycling drive in 2058; led a team of 50 volunteers] | |
| **Additional Notes:** | |
| [Olivia can speak about my organizational skills and commitment to environmental causes.] | |