

# Who to pick as a reference

Having at least two great references when applying for a job is really important. But who to ask? And what will they be asked? Let us help you with all these questions right now!

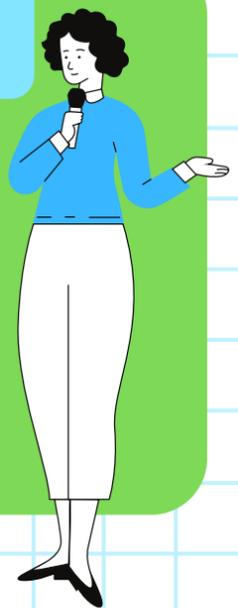
## Do they qualify?

Who should you ask?

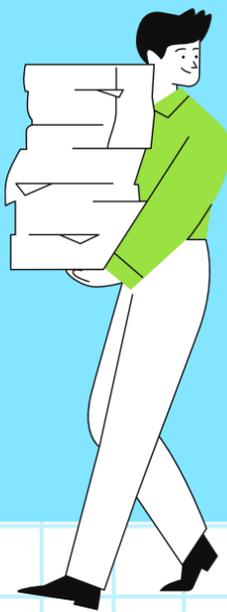
Well, that's easy. Someone you reported to directly or someone you reported to in some way or another. So, not your friend, family member or that fun colleague that sat across from your desk.

"But Why?" - If you take a look at the next few points you will see that your reference will have to answer in-depth questions about you in the workplace, and someone you reported to is a trustworthy reference with regards to your performance.

Also, ask someone you trust will have your best interest at heart. If you report to more than one person, rather ask the one you know were satisfied with your work and liked you.



## Why pick you?



So, what will they be asked?

Remember when we said it should be someone you reported to...

Well, they will have to be able to share what skills you have. For instance, what computer packages you are working on and the programs you can work on.

And, of course, what are your strengths.

What have they noticed while being your superior? Are you a hard worker, is your work quality etc.

So, basically, why should the people calling hire you.

## Nobody's perfect

We said it, but we will say it again - Pick someone you trust.

Why?

Because nobody's perfect and we all make mistakes. And unfortunately, a possible future employer would like to know what those mistakes are.

Your reference will most definitely be asked if there were any problems with your performance, work, attendance and punctuality.

And with that, what are your weaknesses or where could you improve. Having a trustworthy reference ensures that they will be professional enough to share mistakes if there were any, but they won't nit-pick to find a weakness.



## In the workplace



Still not convinced you can't ask a family member?

Will your family be able to answer the following?

- How did you perform in a team?
- Can you work independently?
- How do you respond to management?
- How do you handle feedback?
- Can you follow the instructions?

So, trust us. We have been doing this for a while.

## But... Why?

This is super important, but before we get there: PLEASE TELL YOUR REFERENCES THAT THEY ARE ONE OF YOUR REFERENCES AND WILL MOST LIKELY BE CONTACTED.

Having a reference that is not willing to help, reflects badly on you. So, make sure that you ask or inform them of being one, and also that they are willing to help.

The "BIG WHY". Every future employer will want to know this and they will also ask for your references.

Why did you leave the company? Be sure to share this with your references when you ask them to be one.

Whether it be for personal or family reasons, retrenchments or you got a new and exciting opportunity, share this with them.



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