**Getting a Job Reference** (Marshall Reading 4.0)

Courtney is going to \_\_\_\_\_\_\_\_\_\_\_\_\_ for a job. The job is at the grocery store. Her friend, Lupe, works at the store. Lupe told her about the job. Courtney went to the store to get an \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ form. She brought it home to complete. She wants to fill it \_\_\_\_\_\_\_\_ neatly.

     When she got home, she began filling it out. Most of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ she knew. When she got to the end, it asked her to list two job references. Courtney did not know what a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was. She asked her friend.

     Lupe told her that a reference is a person who can tell good things about you. It

should be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ you know well. The store owner will call the reference. The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will ask the reference about you to find out if you will be a good worker.

     Courtney asked Lupe whose names she should \_\_\_\_\_\_\_\_\_\_. Lupe suggested to list someone she worked for. She also suggested a job counselor or teacher. It should not be a \_\_\_\_\_\_\_\_\_\_\_\_\_ member or friend. Lupe told her she needed to ask the reference before she listed their name. It is important to \_\_\_\_\_\_\_, so when they get called, they are not surprised. Courtney \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to ask a lady she cleans house for to be a reference. She also decided to ask her \_\_\_\_\_\_\_\_\_\_\_\_\_ teacher.

1. What does the store owner want to find out from the reference? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Who did Courtney decide to ask to be her references? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Who shouldn’t Courtney ask to be a reference? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Where did Courtney get her job application? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. What is a **reference**? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_