

Your Elevator Speech

My name is _____

I'm a _____
(Sound bite that places you in the world of work)

My key strengths and abilities are _____

(What you do especially well)

I have a _____

(Education, certifications & specific knowledge)

In my most recent role... _____

(Sound bites describing your most recent successes & accomplishments)

I am now seeking...
Role: _____
Industry: _____
Company size: _____
Geography: _____
Target organizations: _____