

Elevator Pitch: Presenting Yourself and Your Skills

Ideal Job/Grant/Internship Target:

A job target would include your industry/career field of interest, possible career titles, and/or location (i.e. Entertainment, Event Planner, Charlotte, NC)

Directions: Fill out the chart with any relevant examples describing when you used the skills on the left hand side in any of the areas across the top of the chart. Use those examples to craft your Elevator Pitch (see example at bottom of page) to use when presenting yourself to a potential employer.

	Personal	Educational	Professional
Communication Skills			
Team Work			
Leadership Skills			
Relevant Accomplishments			

Hello my name is _____ and I am a _____ (class status and major) . I am interested in _____ (list interests relevant to the employer). During my time at Wake , _____ (insert story) . Based on my experience, I think I could really contribute to your company/team in the following ways:

Sample: Hello my name is Samantha Ward. I am an English major with an art minor at Wake Forest University and I'm really excited about combining these two interests as I pursue a full-time job in the Publishing field. I'm really active with several on-campus publications both online and in-print, which has involved serving in leadership roles as an editorial assistant and managing publication deadlines. I saw that your magazine has been looking to expand your readership in an online format and has several openings for online editorial assistants and production managers, which is why I'm eager to apply for positions at your company. I would love the opportunity to speak with you more about my qualifications and how I believe I can contribute to your team.