

Your Career Story

Tell your story. Market yourself. Ace that interview.

Showcasing your skills and career readiness is invaluable when interviewing or interacting with other professionals. Develop stories that use varied examples to cover aspects of your education, work experiences and other involvement.

Leadership

Write about a time when something went wrong at work and you took charge.

Situation: The copy machine broke at work
Task: Figure out protocol to get the machine fixed
Action: Talked with management to get a repair man to fix the problem
Result: The copy machine was fixed

Teamwork

Have you had to convince a team to work on a project they weren't thrilled about? How did you do it?

Situation: _____
Task: _____
Action: _____
Result: _____

Conflict Resolution

Have you had to convince a team to work on a project they weren't thrilled about? How did you do it?

Situation: _____
Task: _____
Action: _____
Result: _____

Perseverance

Write about a time you overcame an obstacle to reach a goal. Be specific.

Situation: _____
Task: _____
Action: _____
Result: _____

Time Management

When you worked on multiple projects, how did you prioritize?

Situation: _____
Task: _____
Action: _____
Result: _____

Problem Solving

Give an example when you realized that you wouldn't be able to meet a deadline. What did you do?

Situation: _____
Task: _____
Action: _____
Result: _____

Adjust to Change

Give an example of how you handle change in the workplace.

Situation: _____
Task: _____
Action: _____
Result: _____

Learning Technology

Describe a time where you had to implement a new technology based program or tool.

Situation: _____
Task: _____
Action: _____
Result: _____

Diverse Populations

Describe a time working in diverse and multicultural settings.

Situation: _____
Task: _____
Action: _____
Result: _____

