# Create Your Self-Introduction

## PURPOSE

As you begin and progress in your career, you will need to introduce yourself to different groups of people to establish connections. Use this framework to develop a memorable introduction statement. This activity will aid you in practicing your response to the *“Tell me about yourself”* typical interview question.

## ACTION

Create your self-introductionand confidently articulate your value to any employer. Demonstrate your enthusiasm, professional brand and unique attributes that will impress a hiring manager.

### 1. Describe your Education (as it relates to the position):

Begin with your name and most recent education (list your full degree and area of study).

### 2. Skills/Strengths/Related Work Experience:

List your most notable skills. Do you excel in quality customer service, relationship building, sales excellence, product innovation; are there recurring themes?

How does your experience provide value to the company? Refer to Professional Readiness Competencies section of Career Planning for ideas.

### 3. Job Focus/Future Career Plans/Enthusiasm for the Position:

Describe why the company is the right fit for you and how your goals match the position and/or the opportunities at this company. Be sure to impress an employer by sharing your research on the company.

Once you have your self-introduction prepared, practice it in front of the mirror. If possible, try to record yourself, and watch it in fast forward. You'll be amazed at your nervous habits!

## NEXT STEPS

Creating and mastering your self-introduction statement will increase your confidence and success in your job search. For more support, make an appointment with an  [Employment Specialist](http://www.clark.edu/careerservices) to help you prepare your self-introduction statement and/or complete a practice interview. To develop more job search strategies, continue on to another “*Deeper Dive*” Activity.

You are now one step further in MyPlan. At this point we encourage you to discuss your progress with a faculty or staff member at Clark College; such as an Academic or Faculty Advisor, Career Services staff, or an Instructor.

It may be useful to print out and refer to this completed activity before your meeting, or email it to the staff/faculty ahead of time.