

30-Second Elevator Speech Template

I am a _____ (position, e.g. “Senior Sales Manager”) with the bulk of my career in _____ (field, e.g. “medical equipment sales”).

Most recently, I worked at _____ (company name) as _____ (job title/role).

Prior to that, I

 _____ (summary of prior experience, if relevant).

I find that wherever I have worked, I bring three key strengths to the employer:

Choose an ending:

<p>At this time, my future plans are to</p> <p>_____</p> <p>_____</p> <p>(give a future career objective)</p>	<p>I am very pleased to meet with you today and excited to talk with you about what I can do for</p> <p>_____</p> <p>_____</p> <p>(company name)</p>
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