

Elevator Pitch Worksheet

An elevator pitch is essential when networking with career professionals and attending career-related events such as career and internship fairs. **An elevator pitch should be a short yet impressive introduction of yourself designed to market your experiences and skill sets.** Important components of an elevator pitch are listed below. Fill out the worksheet and practice your pitch out loud. Remember to keep your pitch to 30 seconds or less.

COMPONENTS OF AN ELEVATOR PITCH

Who You Are and What You Do: *You should start out your pitch by introducing yourself (name, year in school, what you study, etc.) as well as your relevant experiences such as work experience, leadership experience, volunteer work, club involvement, research experience, academic experience, etc.*

Hi. My name is _____ and I am a _____ (junior, senior, etc.) studying _____ at Coastal Carolina University. I have experience in _____

Your Skills and/or Accomplishments: *State some of your strongest skills and/or accomplishments that you feel would be meaningful to an employer or career professional.*

My strongest skills are _____

OR

Some of my accomplishments include _____

What You Are Interested In Doing: *State your career field of interest and list why you are interested in that field.*

I am interested in _____

What Are You Wanting: *What are you hoping to gain/learn from your contact with the employer or career professional?*

I'm interested in learning more about _____

Example: *Hi. My name is Steve Williams and I am a senior studying Hospitality, Resort and Tourism Management. I have experience as an intern at several hotels including the Sheraton Hotel and the Comfort Suites. My skills in communication, problem solving, and sales have been strengthened from my internship experiences. I am interested in a sales position within the hotel industry and would love to learn more about your company and what you look for when hiring sales managers.*