

“TELL ME ABOUT YOURSELF” THE TWO-MINUTE DRILL

EDUCATION

Begin with your education. Mention your year in school, your major(s) and minor, and how you became interested in the field. You can include your GPA (if noteworthy), skills you have learned, or an example of an academic project. You can also mention memberships in campus organizations and any leadership roles.

WORK EXPERIENCE

Discuss your current position, if you are currently working. If you worked in the past, mention past job(s). Focus on transferable skills that would be valuable to employers in the field, professional accomplishments, or recognition you received.

KEY STRENGTHS

Based on your research of the organization, mention two key strengths that match its requirements.

1. _____
2. _____

YOUR FUTURE

End with why you are interested in working for the organization. State that you look forward to learning more about how you might be able to contribute your skills, talents, and experience in the future.

EXAMPLE

I am currently a senior at Anderson University, majoring in computer science. I became interested in computers at a young age and took a few college-level programming courses while in high school, which helped me decide on my major. I have excelled in all my coursework at Anderson, while working 15 hours a week in ITS in a technical support role. I enjoy assisting users and problem solving because it is challenging and I learn something new every day. In addition, I had an opportunity to intern over the summer with the Software Research Center, where I contributed to software development projects, including database design. I am particularly interested in this area to begin my career. In reviewing the job description, I was drawn to the database design aspects and believe I could make an immediate contribution. I look forward to learning more about your MIS department and the challenges of the position.

PRACTICE

Using your notes, develop your response and then practice your oral delivery. Your response should be approximately two minutes in length or less.