*English for Careers*

In order to present yourself effectively to potential employers, you need to be able to speak about many aspects of your life, career, and personality. Think how you could answer the questions below to highlight your good points.

About yourself:

1. Can you articulate what you have gained from your education'?

2. Can you explain why you chose your major or specialization?

3. Can you name the work activities you do well and most enjoy'?

4. For each of your most important job-related experiences can you list:

* Five things you did'?
* Five things you learned?
* Five things you accomplished?

5. Can you describe your greatest strength? Your greatest weakness?

6. Have you considered your personal ethics and values when identifying organizations for which you might work'?