

ONE-MINUTE COMMERCIAL

Employers want to know:

1. Your major
2. Career interests
3. Type of position you are seeking
4. Work experience
5. Class projects
6. How your background and future goals will fit their organizations needs.

Example: "Hi, I'm Judy Smith and I am currently looking for an entry-level position in Human Resources. I will be completing my BS/Business Administration with an emphasis in Human Resources in May.

I recently completed a six-month internship at the XYZ Corp. in their College Relations Department and really enjoyed the experience. During my internship, I helped to organize sign-ups for a new benefits package, coordinated a company picnic for 400 employees and their families, and gave tours of the office to new employees. I understand you currently have a position available in your Human Resources Department and I am very interested in pursuing this opportunity with your organization. Can you tell me a little about what it's like to work at Global?"

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Your major: _____

Career interests: _____

Type of position you are seeking: _____

Work Experience: _____

Class Projects: _____

How your background and future goals will fit their organization needs: _____

Your one minute commercial: _____
