

Strengths:	Job Title/Mission:	I use this box to “brag” about anything I’ve done that would go along with their mission, and if I can call out some of the key words of their mission...even better!!
Projects I’m proud of:	Job Description/Key Values:	I use this box to add anything else I’d like to talk about that directly ties to the description, what they are looking for and key describing words of the person they are wanting
Opportunities I am working on:	DISC/Strengthfinder, etc:	I use this box as “tough conversations” or when I’ve had a situation that did not go the way I wanted..they always ask about this so it’s good to have specific examples, what you learned, and how you did better the next time.
	Questions:	This last box is just extra in case I couldn’t fit things in another box