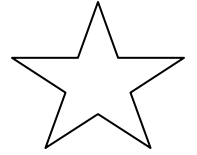


Personal Achievements



Prepare for interviews using Personal Achievements. . .

Instructions: Briefly describe 2 to 3 specific accomplishments that you enjoyed and where you believed you did well. Use examples related to class assignments, work assignments, and organizational involvements.

1)

2)

3)

Expand on Your Most Important Achievements. . .

Think about each achievement and answer these questions using the **STAR format**:

- ★ **Situation** How did you get involved, background?
- ★ **Tasks/Target** What was the goal?
- ★ **Actions** What you did, skills used, behaviors, characteristics?
- ★ **Results** Outcome /What was most satisfying for you?

Achievement # 1

Situation:

Tasks:

Actions:

Results:

Achievement # 2

Situation:

Tasks:

Actions:

Results: