



# ELEVATOR PITCH

Your "60 Second" Commercial about you!

**When you network, you want to let people know about the best parts of you.**

- Start with a smile, firm handshake or a noncontact greeting (i.e., wave), and your name (very important)
- Share information about your professional background, education, relevant experience and skills, professional/academic goals and vision
- Reserve personal information for when you get the job
- Provide your business/networking card

**Here is a checklist to get you started:**

**Name:** \_\_\_\_\_ **Year in School:** \_\_\_\_\_ **Graduation Plans:** \_\_\_\_\_  
**Major:** \_\_\_\_\_ **Minor:** \_\_\_\_\_ **Concentration:** \_\_\_\_\_

**Skills, Internship, Relevant Accomplishments:**

**Career Goals:**

### Examples:

**Ex1:** Hi my name is Sam Star, and I am a Senior Communications major at UIS. I've recently completed an internship with a local television broadcasting company, and I have volunteered with our campus radio station for over the past 3 semesters. I'm looking for a broadcasting opportunity with a local news station in Central Illinois to launch my news-media career.

**Ex2:** Nice to meet you, I'm Samantha University. I'm currently a Junior at UIS, majoring in Computer Science. I hope to become a computer network specialist when I graduate. Right now, I'm looking for an internship where I can build upon my networking skills.

### Helpful Resources:

- [CareerSpots](#) videos on Elevator Pitch
- **Networking webpage:** <https://www.uis.edu/career-goals/career-planning-goals-program/active-decision-making/networking>
- **Elevator Pitch Do's and Don'ts:** [quintcareers.com/elevator\\_speech\\_dos-donts.html](http://quintcareers.com/elevator_speech_dos-donts.html)
- **OptimalResume/SkillsFirst** (Produce a Pitch) – <https://www.uis.edu/career/student-employment/career-toolbox#optimalresume>

