

ELEVATOR PITCH WORKSHEET

An elevator pitch is a way to introduce yourself to a potential employer and quickly tell them about your relevant experiences, skills, interests, and career goals. The best elevator pitches are tailored to your audience, (if you know to whom you are speaking — this is not always possible) and prompt a dialogue. Elevator pitches usually have a goal in mind, such as receiving a business card, an agreement to connect on LinkedIn, or a follow up via email or phone call.

Use this handout to craft your pitch and then practice often. Practice by yourself, in the mirror, recorded on your smart phone, with a friend, or in Career Services. We will give you tips on what went well and what can be improved.

Craft Your Pitch

Name: _____

Major: _____

Opportunities that you are seeking:

Relevant experience (work, internships, projects, labs, volunteer work):

Highlights of skills & strengths:

Knowledge of company (if applicable):

Optional closing/goal (for example: ask for a business card, to connect on LinkedIn, ask a question, to gather more information and/or lead to a deeper discussion, etc.):
