



REVEAL your ACCOMPLISHMENTS

These accomplishment worksheets to reveal and give substance to the results you create day in and out.

When you **CLARIFY** your **IMPACT** for yourself first, it's much easier to share your value in your job search.

By the time you're done, you'll have a deep appreciation of your **VALUE** and a **VISION** of what you contribute in your work life and you'll help others see it, too.

Tell Me About A Time Accomplishments

Write out, in detail, an accomplishment you're most proud of.

Write out an example of when you resolved a challenging situation in a positive way.

Describe a time when you surprised yourself with how much you accomplished in little time.

Tell Me About A Time Accomplishments

Describe how you persuaded someone or a group of people to your way of thinking about a project.

Write out an example of a goal or target you exceeded and how you did it.

What team or group accomplishment gave you the most satisfaction and why?

Workplace Strengths Accomplishments

Write out, in detail, an accomplishment you're most proud of.

Describe a situation that required you to be RESOURCEFUL. How and what did you do?

Write about a time when you were FLEXIBLE and ADAPTABLE. What did you learn about yourself?

Workplace Strengths Accomplishments

How did you BUILD RELATIONSHIPS? Describe a situation with a new or long-standing relationship.

Everyone has LEADERSHIP skills. Describe a situation that required you to step up. How did you do it?

How did you use your COMMUNICATION skills to overcome an obstacle or create progress?

Still feeling doubtful?

I can help you.

Sometimes it's hard to figure out your accomplishments because you're undervalued where you work.

Or it might be because you're undervaluing yourself.

The unfortunate truth is no one teaches us how to recognize and communicate our accomplishments.

But your accomplishments, impact and results are there. When you work with me I ask the perfect questions to chisel away the mental blocks.

We find your accomplishments and you feel **AUTHENTIC** sharing them.

Go here to learn how ::
elissashuck-careercoach.com

