

Pavla Klopanová

ELEVATOR PITCH

INTRODUCTION on ELEVATOR PITCH_sample elevator pitch speech



How to Answer "Tell Me About Yourself" in an Elevator Pitch

Have you ever been in an elevator with a potential employer and asked, "tell me ab...
benjaminwann.com

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16personalities.com

ELEVATOR PITCH TASK instructions.

In mixed teams, prepare an IDEAL elevator pitch for a fresh bachelor's degree graduate. Discuss what such elevator pitch should contain to make an impression and to simply prepare a graduate student to answer the question that is usually experienced at any job interview: "TELL ME ABOUT YOURSELF".

View the introduction on what elevator pitch is, sample elevator pitch, you may also take an online personality test.

SHARE YOUR VIEWS, SUGGESTIONS IN A DISCUSSION. In case of any troubles, do not hesitate to contact either Pavla or Dileta :-)

Step by step ELEVATOR PITCH for a job interview

- a short summary about yourself and what you do, in the time it takes to ride an elevator, i.e. **30 second up to a minute**,
- your response when the job interviewer says, "**tell me about yourself**".
- **NOT your whole life story**. Instead, it's **the one to three things** you want to emphasize about you and your ambitions.



**Team: Nika, Justina, Renča and Lucie
:)**

The image shows a Padlet interface. At the top, there is a toolbar with several icons: a search icon, a zoom-in icon, a zoom-out icon, a dropdown menu showing '1 of 2', a zoom level indicator with '-' and '+' signs, a dropdown menu labeled 'Automatic Zoom', a print icon, a share icon, and a right-pointing arrow. Below the toolbar is a large, empty white rectangular area. At the bottom center of this white area, there is a small, faint loading spinner icon.

Cover letter - Eliška, Markéta, Hanif Ahmad



COVER LETTER



BC. ANNA SWIFT

SAULETEKIO AL 37, VILNIUS
ANNALOVELEAMOS@GMAIL.COM

27. 11. 2023

Mr Saad Ali
Engro Corporation
Chandni Chowk, Rawalpindi Company Address

Dear Mr. Saad Ali,

I am writing to express my keen interest in the entry-level economist position at Engro Corporation, as advertised. With a recent completion of my bachelor's studies in Economics and a strong background in organizational efficiency, I am enthusiastic about the prospect of contributing to the impactful work conducted by Engro Corporation. At 23 years old, I am a driven and ambitious individual on a quest to unlock my true potential, and I believe that the dynamic environment at Engro Corporation aligns perfectly with my aspirations.

During my tenure as a part-time secretary in a manufacturing company, I honed my organizational skills, taking charge of my boss's calendar and ensuring seamless operations. This experience has equipped me with the ability to manage tasks efficiently and handle complex scheduling, a skill set that I believe is transferable to the demands of an economist position.

My academic achievements are complemented by a B2-level English language certification, underscoring my commitment to professional growth and effective communication. What excites me most about the opportunity at Engro Corporation is the prospect of contributing to the economic analysis and research initiatives that your esteemed organization undertakes.

I am confident that my unique blend of academic achievements, organizational prowess, and dedication to professional growth make me an ideal fit for the entry-level economist position at Engro Corporation.

Thank you for considering my application. I am excited about the possibility of contributing to Engro Corporation and am available at your earliest convenience for an interview.

Sincerely,

Anna Swift
Anna Swift

Elevator pitch - Eliška, Markéta, Hanif Ahmad

When life gives you lemons, make lemonade, as my grandmother always used to tell me. My name is Anna Swift, and I live by this statement...or I only remember this statement because my favorite fruit is lemon.

2 months ago I finished my bachelor's studies at the Faculty of Economics and I am looking for a job with an economic focus. I am 23 years old ambitious woman on a journey to discover my true potential. I have a sense of fair play, as my zodiac sign is Libra.

My strengths include organization, hard work, and strong communication. When I worked as a part-time employee in a manufacturing company as a secretary, I used my organizational skills, because I was responsible for my boss' calendar. I achieved a B2 level English language certification, that shows I am good at professional growth.

In my free time, I am with my dog, named Lucas. He is an English Springer Spaniel. He is playful and loves people and together we are the best team.

That's me, I am ready to take on challenges.

Hello, my name is
BC. ANNA SWIFT

18. 10. 2000
Height: 168 cm
Zodiac Sign:
Libra

MY PET

LUCAS

HOW AM I

I am 23 years old ambitious woman on a journey to discover my true potential and make a positive impact in the world.
2 months ago I finished my bachelor's studies at the Faculty of Economics and I am looking for a job with an economic focus.

MY MOTO

When life gives you lemons, make lemonade.

MY EXPERIENCES

SECRETARY IN A MANUFACTURING COMPANY FOR 2 YEARS

ENGLISH LANGUAGE CERTIFICATE AT THE B2 LEVEL

I WORKED FOR 3 MONTHS AS AN ANIMATOR IN EGYPT

GUESS MY FAVOURITE FRUIT
LEMON

Project

Anna is a successful graduate of the Technical University in Liberec with a degree in Business Economics. Anna is now applying for a job as an accountant in a well-known Czech company. At the interview she must present using an elevator pitch.

ELEVATOR PITCH

My name is Anna and this year I finished my bachelor's degree at the Technical University in Liberec, majoring in Business Economics.

Why do I think I can be an asset to the company?

My results during my studies was above average, I am able to overcome complication and I can cope with tasks. I describe myself like a focused, responsible, active and ambitious. These strengths have helped me achieve good results in my studies and could also help me to succeed at work.

And why shouldn't my age be a barrier?

My work experience includes working in Škoda Auto as an assistant in the economic and administrative department. During my studies, I attended financial courses where I gained experience in accounting. I also worked as a cashier for 5 years, this gives me an overview of finance, I am able to work in a team and I am not afraid to interact with people during work. I am determined to working with new technologies and learning new things that can take me to a professional level.

Therefore, I think I can be a good co-worker in the company.

To
Cash Broker,
Financial Services
Prague, Czech Republic
email: cash@broker.com

Subject: Cover letter
Dear Mr Jones,

With reference to your advertisement on your website I am interested in applying for the position of accountant in your firm.


This year I finished my bachelor's degree at the Technical University in Liberec. While working toward my bachelor's degree, I gained extensive experience in the area of financing, accounting and marketing that I could apply in my future job. My professional experience includes working as an assistant in the economic and administrative department, which gave experience in this area. Other work experience includes working in a company as a cashier for several years. As a result I am well acquainted with working with money and I am able to work in a team.

I believe I have all the necessary skills, knowledge and qualifications for this position and I will be a useful member of your company.

Please find attached my CV, which more fully details my qualifications for the position. If you require further information or materials from me, please do not hesitate to contact me.

I look forward to hearing from you.

Yours sincerely,
Anna Field



BC. ANNA FIELD

Graduated student

- **EDUCATION**
TECHNICAL UNIVERSITY IN LIBEREC
Business Economics 2019 - 2023
- **LANGUAGE**
Native English.
Advanced Czech.
Advanced German.
- **COMPUTER SKILLS**
Text processor.
Spreadsheets.
Microsoft office
- **WORK EXPERIENCE**
2018 - 2022 as a cashier in the company
2016 - 2018 junior accountant in Škoda auto

CONTACT ME


☎ (t23) 456-7890
✉ anna.field@gmail.com
📍 Prague 4
Czech Republic


Cover letter-Kateřina, Aisté, Poyraz


1 of 1 Automatic Zoom

JULIA DAVIDSON

CONTACT

123-456-7890 

julia.davidson@gmail.com 



TO
THOMAS ADAMS
Prague, Old Town Square 54

TO WHOM IT MAY CONCERN

Dear mr. Adams,

I am a twenty-one year old woman who has just completed my economics studies at university, where I obtained a bachelor's degree in business management. During the course I acquired a lot of practical skills in creativity usage in the business environment.

In my free time I also had a part-time job in the logistics department where I helped with ordering stock, communicating with customers and suppliers, and creating various databases for the department manager.

During the studies I succesfully managed a local cultural project where I learned how to communicate well with my colleageus. I was excited to learn about this opportunity to work in the concerts' projects management team. I've always been inspired how music can bring different cultures, diverse people groups together.

I think I'm dependable, willing to learn, thorough and good team player. I would also like to mention my other skills , which include typing in all ten, working in Microsoft office and SAP, knowledge of the German language at the B1 level and knowledge of the English language at the B2 level.

I would be very happy if I could attend a personal interview. I am also sending a structured resume. I look forward to possible cooperation.

Kind regards,

JULIA DAVIDSON


Project - Veronika, Kamile, Dainius

I am a 24 year old woman - Charlotte Jones and I just finished my bachelors degree in business management. I speak both English and German - that's one of my advantages. My character description would include leadership skills, great perception and awareness of my surroundings.

I am a caring and considerate person who can work individually but also be a team player, for example once during our lectures we had to prepare a presentation in groups. I was the only person to show initiative and during our work, when two of the team members did not agree with eachother's opinions and an argument arose I was the one who stepped in and found a way to resolve the problem. That was the moment I understood I have leadership qualities and I believe that since then I developed them even more. It is easy for me to communicate with different people since I developed this particular skill while volunteering during my free time. Time management and critical thinking are two other strengths of mine.

For example, when I face a problem I always take a few seconds to stop and collect my thoughts before giving my opinion or a possible solution so that my emotions don't influence my reaction. Lastly, I would describe myself as an innovative, creative and open-minded person, I encourage people, as well as myself, to look for new ideas and try to implement them.

1 of 1 Automatic Zoom



CHARLOTTE JONES

210 Stars Ave
Berkeley, CA 78910

808.555.0118

Jones.charlotte@gmail.com

www.reallygreatsite.com

Ayesha Khaliq
Hiring Manager
Trey Research
89 Pacific Ave
San Francisco, CA 65432

To whom it may concern,

I am 24 years old graduate of the Faculty of Economics in Business Management. During school and my work I learned a lot of skills and gained some practical experience

I would like to apply for the position of business manager, which was published this week on www.linkedin.com. While working toward my bachelor's degree, I was employed as a secretary of the sales director. Over the course of 2 years of work, he subsequently gave me tasks beyond the scope of my job, and through this I learned to distribute work to the people around me.

I am well acquainted with the SAP software since I have been collaborating with him for the entirety of my part-time job. Throughout my career I have proven my motivation, communication, delegation of work and learning to work with stress. I am strict but empathetic and can command respect.

I believe I can be a key player on your team, and I would like the chance to prove that to you in an interview.

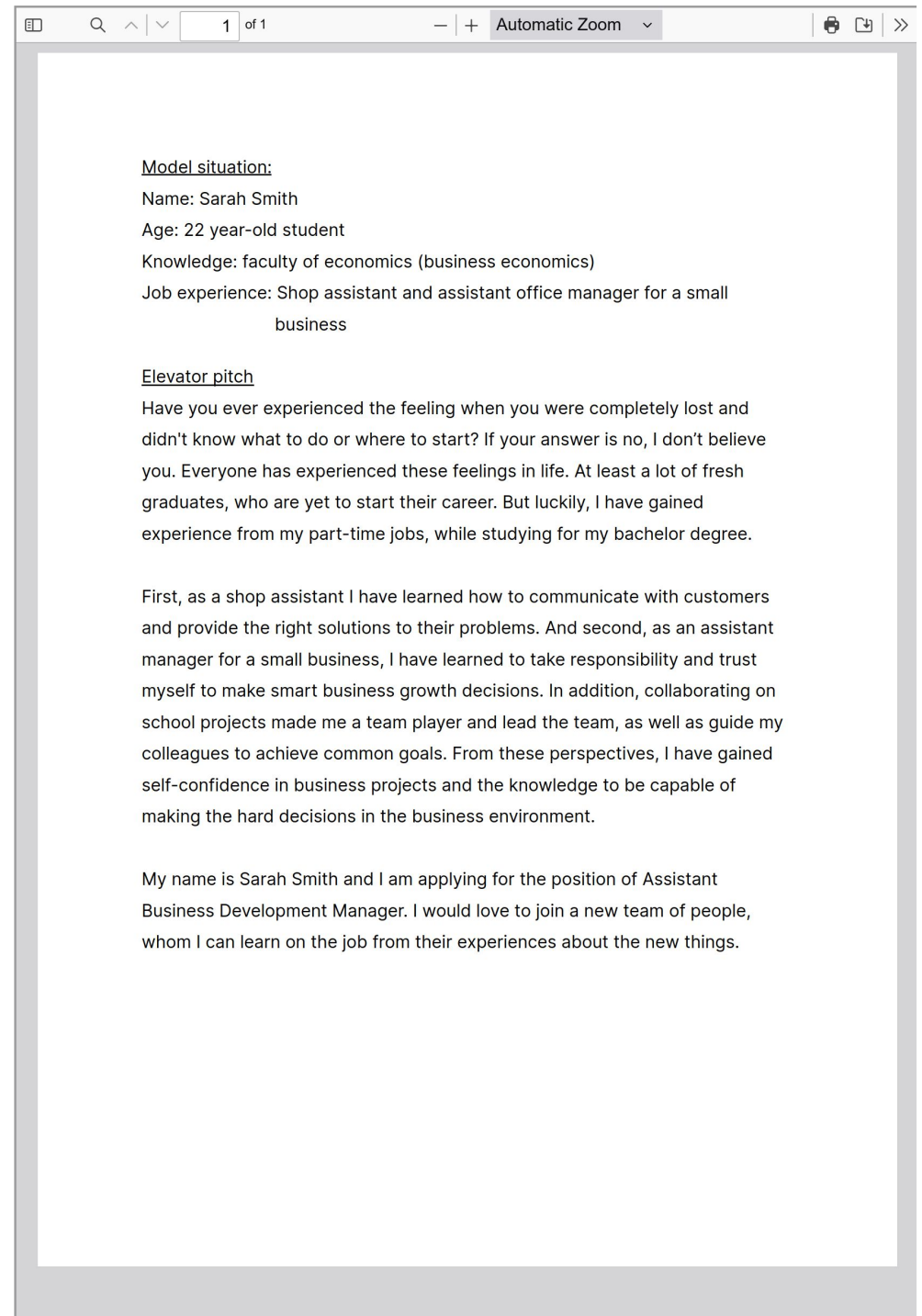
My native language is English, but I can speak fluent German and have a basic knowledge of French. I am logical thinking. My negotiation skills are also good, I always try to find a satisfactory solution.

I am available for an interview any time that is convenient for you.

Thank you for taking the time to study my application.

Best regards
Charlotte Jones

Elevator Pitch



1 of 1 Automatic Zoom

Model situation:
Name: Sarah Smith
Age: 22 year-old student
Knowledge: faculty of economics (business economics)
Job experience: Shop assistant and assistant office manager for a small business

Elevator pitch
Have you ever experienced the feeling when you were completely lost and didn't know what to do or where to start? If your answer is no, I don't believe you. Everyone has experienced these feelings in life. At least a lot of fresh graduates, who are yet to start their career. But luckily, I have gained experience from my part-time jobs, while studying for my bachelor degree.

First, as a shop assistant I have learned how to communicate with customers and provide the right solutions to their problems. And second, as an assistant manager for a small business, I have learned to take responsibility and trust myself to make smart business growth decisions. In addition, collaborating on school projects made me a team player and lead the team, as well as guide my colleagues to achieve common goals. From these perspectives, I have gained self-confidence in business projects and the knowledge to be capable of making the hard decisions in the business environment.

My name is Sarah Smith and I am applying for the position of Assistant Business Development Manager. I would love to join a new team of people, whom I can learn on the job from their experiences about the new things.

Elevator pitch-Kateřina, Aisté, Poyraz

Hi. Thank you for sitting down with me today. I am 21 years old graduate with a bachelor degree in business management. During the course I acquired a lot of practical skills in creativity usage in the business environment. Moreover, I successfully managed a local cultural project where I learned how to communicate well with my colleagues. I was excited to learn about this opportunity to work in the concerts' projects management team. I think I am dependable, willing to learn and collaborate. I've always been inspired how music can bring different cultures, diverse people groups together. So this would be a great opportunity to use all of my skills gained through the years in the real world.

Cover letter + Elevator Pitch (Martina, Maksim, Tymofii)

ELEVATOR PITCH

Hi there, I'm Alex Thompson, a recent graduate in Business Management. I bring a blend of academic excellence and practical experience, having delved into strategic planning and project management during my studies. In my internship at XYZ Corp, I led a team in conducting a comprehensive market analysis, showcasing my analytical and organizational skills. I'm enthusiastic about contributing these skills to the dynamic environment at Innovation Dynamics and excited to embark on a journey of mutual growth and success."

Martina Svatošová

Customer assistant

✉ svatosovamarti@seznam.cz

☎ 111 222 333

📍 Hradec Králové, Czech Republic

To

Decathlon Czech Republic
Human Resource department
Prague, Czech Republic
decathloncz@decathlon.com

24 November, 2023

To whom it may concern,

With reference to your advertisement on the website www.kariera.decathlon.cz, I am interested in applying for the position of HR manager in your firm. As a highly motivated and driven individual, I am confident that I would be an asset in your team.

While working toward my bachelor's degree, I was employed as Customer assistant in Decathlon. I am well acquainted with the Decathlon policy. In addition to communicating with customers, my experience also comes from my mission to customer accounts, where I trained the entire store on the loyalty program and sent ongoing reports. My studies also allowed me to help research diversity in the company while writing my undergraduate thesis.

I would like to work for you so that I can further participate in the Gender Balance project, where I can prove my skills. In my opinion I have excellent communication skills and also I have good presentation skills. With my experience in the customer service team I can say that I am a team player and I always try to make the mood pleasant.

Please find attached my CV, which more fully details my qualifications for the position.

I hope to hear from you in the near future.

Your faithfully,
Martina Svatošová

Petr, Stanislav, Kotryna, Mykolas

