



accruepartners

BUILDING PEOPLE, COMPANIES AND CAREERS

REVIEWING YOUR PROFESSIONAL ACHIEVEMENTS

This exercise is critical in helping you think through your accomplishments in your last three positions. It will help to refresh your memory about your past accomplishments before you get asked the questions. You won't have to appear to be "digging" for answers.

Start with your most recent Employer – focus on the issues that will relate to this position.

| COMPANY | POSITON |
|---|---|
| | |
| <i>List your accomplishments/achievements. This is what you Made, Saved and Achieved for your organization:</i> | <i>List the strategy, implementation, and development, processes you used to bring about these results:</i> |
| | |

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