



Phase 2

If you will allow me Mr. or Ms._____, I would like to explain why I would fit what you are looking for and how I could do the job.

First of all, I am [_____]

(State 10 or 12 descriptive adjectives that describe your work ethic.)

Transition Phrase No. 1

Based on what you said you wanted in a candidate, I would like to demonstrate where these features have been beneficial to the people whom I've worked for in the past.