

The Job Winners® Guide for
young adults



Unit 4: Achievement Statements

Describing your skills effectively
without boasting



5 types of Achievement Statement



5 types of Achievement Statement

1. Experience



5 types of Achievement Statement

1. Experience
2. Classic



5 types of Achievement Statement

1. Experience
2. Classic
3. Position



5 types of Achievement Statement

1. Experience
2. Classic
3. Position
4. Testimonial



5 types of Achievement Statement

1. Experience
2. Classic
3. Position
4. Testimonial
5. SAO (Situation, Action, Outcome)



Experience Achievement Statement

Customer service

Fifteen months experience as casual sales assistant, Kalingula Fish Markets, Saturdays and school holidays, 2007-2008.



Experience Achievement Statement

Customer service

Fifteen months experience as casual sales assistant, Kalingula Fish Markets, Saturdays and school holidays, 2007-2008. Was known and appreciated by many customers for the quality of my service and my friendly manner.



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See Workshop Notes:

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