

Situation/Task	Action	Result	Transition Point, Tie-in, or Theme
<p><b>(Frames the story with details. What is the context?)</b></p> <p>Role/Position:</p> <p>When/Time Frame:</p> <p>Who else was involved or impacted:</p> <p>What was the Task/Challenge/Problem:</p>	<p><b>(What were the specific actions you took to solve the problem?)</b></p> <p>How did you approach the problem?</p> <p>What was your Thought Process?</p> <p>What steps did you undertake?</p> <p>What obstacles did you have to overcome?</p> <p>What decisions were made?</p> <p>Describe the sequence.</p>	<p><b>ROI (Return on Investment)</b> <b>(Use #, \$, % to show how you added value.)</b></p> <p>Did you save Money?</p> <p>Did you make Money?</p> <p>Save Time?</p> <p>Make work easier?</p> <p>Solve a specific problem?</p> <p>Make company more competitive</p> <p>Build Teams</p> <p>Develop individuals</p> <p>Enhance relationships or image with customers</p> <p>Expand Business</p> <p>Attract new customers</p> <p>Retain Customers?</p>	<p><b>(Statement or Question to link this story to the question asked or about competencies/skills sought by the employer.)</b></p>
<p>Competencies or Skills used:</p>			

