



Tell Me About Yourself: Worksheet

Employers, recruiters, and contacts often pose “**tell me about yourself**” to begin a conversation during networking conversations and interviews. Use the guidance below to prepare a 30-45 second introduction to accomplish two primary goals:

1. Express your authentic interest in their organization or industry.
2. Strategically share details of your experiences at TCU so the contact can ask follow-up questions.

1. Introduction: “My name is _____ and I am currently a _____ studying _____ at TCU’s Neeley School of Business. I am actively exploring _____.”

2. Motivation: why are you interested in exploring this industry? Do you have a personal connection (e.g. your family runs a farm and you would like to explore the Food & Beverage industry) or an academic interest (e.g. you are attracted to the analytical side of wealth management and were introduced to Finance through your Neeley courses)? There may be many reasons for your interest. Pick one, and share. Do not use statements like “I’ve always been interested in...”; instead, reflect on your values and interests to share your authentic motivation. Try starting with “I first became interested in this industry when...”

3. Academic Exposure: include 1-2 relevant academic courses or projects. Which TCU courses, class projects, or research helped you build your content knowledge and skills for this industry area?

4. Experiential Engagement: include 1-2 ways you have explored this industry, or subject matter, in a hands-on way. Consider internships, past employment, research experiences, leadership roles (on and off campus), and volunteer work.

5. Closing: share a statement that thanks them for their time and reconfirms your interest, for example, “I appreciate you taking the time to meet with me. I’m excited to learn more about _____.”