Sample Template
1. Hi, my name is _____________. I’ve spent the last few years learning and growing in my role as ______________, where I ______________.
2. One of my proudest achievements was _______________.
3. I’ve been interested in moving to the _______ industry for quite a while, and love what your company does in ____________.
4. I would appreciate to schedule an appointment with you to further discuss your organization. Here’s my card, I look forward to hearing to you.

Sample Template
1. Hello, my name is _______________. It’s so nice to meet you! I’m a ______________ at the University of Texas at El Paso, specializing in _____________.
2. Along with my years of __________ experience, I’ve taken time to focus on ______________ by working with ______________ to accomplish ______________.
3. I find the work at your organization to be _________________.
4. I’d love the opportunity to put my expertise to work for your organization. May I get your contact information? I would like to set up a quick call next week for us to talk about any upcoming opportunities on your team.

Sample Template
1. Hello, my name is _______________. I’m a studying ______________ at the University of Texas at El Paso.
2. I’m a member of the ______________ and ______________ both of which work towards ________________.
3. I hope to incorporate my ______________ knowledge into a career that is dedicated to ________________ and ________________.
4. I know that your company is currently doing ______________ and know I could be an asset in your company.
5. I hope you would be willing to provide me with your contact information so that we could talk more about your company and any available positions in which my skills would be beneficial.
What is an Elevator Pitch?

An elevator pitch is a “30-second commercial” about you. If you find yourself sharing a brief encounter with a potential employer, you might only have half a minute to deliver a clear, short message about yourself. The goal is to peak their interest enough for a follow-up meeting/interview so ask for their business card or contact information before they walk away.

Do’s and Don’ts

- **Do** write and rewrite your pitch, sharpening its focus and eliminating unnecessary words and/or awkward sentences.
- **Do** consider including a compelling “hook,” an intriguing fact that will engage the listener, prompt him or her to ask questions and keep the conversation going.
- **Do** incorporate one unique skillset or experience during your interaction.
- **Do** end with an action request, such as asking for a business card or interview appointment.
- **Do** practice your pitch to make it sound effortless, conversational and natural.
- **Do** develop different versions of your pitch for different situations and audiences.
- **Do** maintain eye contact with your listener.
- **Don't** miss networking opportunities. Have a well-honed pitch ready.
- **Don't** let your pitch sound canned or robotic.
- **Don't** ramble. Familiarizing yourself as much as possible with your pitch will help keep you from getting off track.
- **Don't** rush through your pitch. Be clear, enunciate and remember to breathe.
- **Don't** get bogged down with acronyms or jargon that your listener may not comprehend.
- **Don't** use the same pitch for every situation. Know your audience.
- **Don't** forget to update your pitch as your situation changes.