

Key Qualifications	SITUATION	Task	Action	RESULT
List below: skills/traits	What is the context of	What was the specific	What was <i>your</i> role?	What was the outcome?
that are common as well	your experience?	challenge, project, or	What was important	What did you learn?
as those unique to the	Tip: keep this very	goal in this situation?	about your involvement?	Tip: be sure to describe
role for which you are	concise; too many		What specific actions did	how things improved for
interviewing	details will bog down		you take?	the key constituent in
	the answer			the situation
LEADERSHIP				
PROBLEM SOLVING CRITICAL THINKING				
COMMUNICATION / TEAMWORK				
TEAMWORK				
CREATIVITY				
INITIATIVE				

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