

Objective Statement

A quick glimpse of you and your career interests

- Questions to answer about **you**:
 - What are your core competencies, skills and areas of expertise?
 - What position – or type of position – are you seeking?
 - What are your professional goals?
 - What type of organization/industry are you most interested in?
- Questions to answer about **employers**:
 - What qualifications are employers in your field seeking?
 - What positions are available on the job market?
 - What are the goals/missions of the organizations that interest you?
 - What is the company culture?
 - How does the company value its employees?
- Avoid generic statements:
 - *A position allowing me to utilize my knowledge and expertise in different areas.*
- Avoid statements that focus only on what a company can do for you:
 - *A position where I gain experience in working on credit analysis.*
- Fill in the parts in brackets
 - To utilize my [skills, strengths, or qualifications] as a [position title]
 - To develop a successful career within [company name] as a [position title] allowing me to further develop my [qualifications, strengths, or skills] while congruently achieving [company's mission]
 - To successfully achieve [professional goal] in a [type of organization, or field] through demonstration of [core competencies]
 - [position title] with emphasis in [areas of expertise]
- Be specific about the type of opportunity you are seeking
- Tailor to each employer/job you target; personalize to appeal to employer expectations