

Home Run Race
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When you interview with employers you are also in a home run race. You are in competition with other job seekers to list your home runs, those accomplishments in your life that make you proud. **William S. Frank**, the Career Advisor for CareerLab at www.careerlab.com has written a popular article to help you remember your home runs and showcase them for an employer.

You might be saying at this point that you don't have any home runs. It is only natural to feel like you just did your job and that was that. But we all do much more than just do our jobs and go home. Its human nature to forget your achievements and remember in more detail the problems and frustrations.

You may need help remembering past successes. **Mom** is a good resource. She probably has a scrap book or something with plenty of your line drives out of the ball park. Remember, interviewing is largely story telling and you have stories to tell. Ask for help from other family members, friends, coworkers, bosses, teachers in remembering all you have accomplished. Look over past copies of performance evaluations. Have you kept a journal?

If you can tie your home run in some way to company profit, all the better. Ask yourself have you done any of these, or accomplished similar goals?

- thought up new markets, new customers and ways to appeal to them
- invented or improved a thing or a process
- achieved more with fewer resources
- solved a long-standing problem
- saved the company money, reduced costs, saved time, increased sales
- came up with ideas or suggestions to improve staff morale

You don't have to limit yourself to work-related accomplishments. Employers want creative, thinking people as well as ambitious hard workers to come to work for them. Any home run that addresses one of those desires will improve your chances of landing the job.

Have you had a number of years of perfect attendance? Employers especially like that one. Have you had to organize events? Give details, number of attendees, tasks involved. Did you receive promotions? Perhaps you rose through the ranks faster than most. Or passed a test the first time most people have to retake. Or exceeded the average work output by, how much? Most employers have 20% of their workforce that is responsible for 80% of the work. Find ways to show that you were one of the 20%.

Did you receive thank you letters from satisfied customers? How did that number compare to the letters other coworkers received? (Be sure and take copies of the letters to the interview.) How many hardware and software upgrades did your company go

through, and did people come to you for help? Don't forget teams or committees you worked with. RBI's or "runs batted in" count too.

Batter Up! And may the best hitter win.