

Tell Me About Yourself

It's one of the most frequently asked interview questions: Tell me about yourself. Your response to this request will set the tone for the rest of the interview. For some, this is the most challenging question to answer, as they wonder what the interviewer really wants to know and what information they should include.

Focus

List five strengths you have that are pertinent to this job (experiences, traits, skills, etc.). What do you want the interviewer to know about you when you leave?

I am strong in communications and connecting with people. I have a strong background and proven success with customer relationships. My real strength is follow-through. I pride myself on my reputation for meeting deadlines.

Scripting

Prepare a script that includes the information you want to convey. Begin by talking about past experiences and proven success:

"I have been in the customer service industry for the past five years. My most recent experience has been as a retail sales clerk. One reason I particularly enjoy this business, and the challenges that go along with it, is the opportunity to connect with people. In my last job, I formed some significant customer relationships resulting in a 30 percent increase in sales in a matter of months."

Next, mention your strengths and abilities:

"My real strength is my attention to detail. I pride myself on my reputation for following through and meeting deadlines. When I commit to doing something, I make sure it gets done, and on time."

Conclude with a statement about your current situation:

"What I am looking for now is a company that values customer relations, where I can join a strong team and have a positive impact on customer retention and sales."

Practice

Practice with your script until you feel confident about what you want to emphasize in your statement. Your script should help you stay on track, but you shouldn't memorize it -- you don't want to sound stiff and rehearsed. It should sound natural and conversational. Even if you are not asked this type of question to begin the interview, this preparation will help you focus on what you have to offer. You will also find that you can use the information in this exercise to assist you in answering other questions. The more you can talk about your product -- you -- the better chance you will have at selling it.

Adapted from: [Career Advice](#)

Possible CNA Examples:

“I am an easy going person who gets along with the people very well. This characteristic of mine has made me team player at all previous jobs. As a sales person in my last job I communicated effectively with the public and went that extra yard to help my fellow workers and customers. I am very happy to have an opportunity to apply such skills and an inherent caring attitude to the job of a CNA professional. I will always try to assure that all patients feel at home and are adequately cared for. I have worked in two jobs during my CNA training and these have given me a confidence to multitask and yet provide best care to patients. I have a positive attitude and high energy levels.” [CNA Answer Example 1](#)

“I’m very energetic, and a great communicator. Working in the medical field for two years helped me build confidence, and taught me the importance of patient care. I also have a track record of success. In my last role, I worked with a variety of patients, assisted in a charity fundraiser, and became an advocate for senior patients. Because of this, the hospital is launching a new educational program to teach aides how to better care for elderly patients.” [CNA Answer Example 2](#)

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