

Situation

- Describes the point or purpose of a role, project, research... e.g. *Investigated widget design* is not as helpful as *investigated widget design to decrease production costs and improve effectiveness*.

Action

- What did you do? Use action verbs to begin your bullets. Focus on what things you did (big picture, not minute details), tools you used, and include numbers where available. e.g. Tested 500+ widgets using Gadget Gizmo and analyzed data.

Result

- What was the outcome of your work? The impact? Is it measurable? Did you win awards or recognition for your efforts? Share details! e.g. Presented findings to senior management, recommending 6 widget design changes with an estimated annual savings of \$ after costs.