



CREATE A PAR STORY

The Problem–Action–Result (PAR) format has been around for years, and it still works. A PAR story succinctly describes an accomplishment that you’re proud of. It’s a way to discuss your accomplishments without bragging because you’re just telling a story. PAR stories are also very flexible; one story can describe multiple skills. Here’s how you can put together your own PAR story.

Describe a Problem. (“Sales were going downhill and we couldn’t get our new products out of R&D . . .”)

Describe specific Actions you took to resolve the problem. Speak in bullet points, very simply and clearly. Use “I” rather than “we.” (“The first thing I did was to call the team together . . .”)

Describe the Results of your actions. Quantify them whenever possible. (“As a result of the new systems and revised products that I introduced, within two quarters we were able to increase . . .”)

What additional strengths, skills, and assets does this story demonstrate?
