

Recipe ['---]

How to Write a Personal Statement

Content: What?

- Why have you chosen to apply to this organisation?
- What skills and qualifications can you offer this organisation?
- How exactly have you learned these skills?

Style: How?

- Sound clear, nice and positive.
- Stay focused on the job and yourself. Use as many words as specified, otherwise 200-600.
- Only mention a weakness if you show how you are going to turn it into one of your strengths, e.g. instead of, "I cannot...", use "I would like to learn more on...".

www.englisch-bw.de
– [Schreiben](#)
– [Textsortentraining](#)
– [Personal Statement](#)

Recipe ['---]

How to Write a Personal Statement

Content: What?

- Why have you chosen to apply to this organisation?
- What skills and qualifications can you offer this organisation?
- How exactly have you learned these skills?

Style: How?

- Sound clear, nice and positive.
- Stay focused on the job and yourself. Use as many words as specified, otherwise 200-600.
- Only mention a weakness if you show how you are going to turn it into one of your strengths, e.g. instead of, "I cannot...", use "I would like to learn more on...".

www.englisch-bw.de
– [Schreiben](#)
– [Textsortentraining](#)
– [Personal Statement](#)

Recipe ['---]

How to Write a Personal Statement

Content: What?

- Why have you chosen to apply to this organisation?
- What skills and qualifications can you offer this organisation?
- How exactly have you learned these skills?

Style: How?

- Sound clear, nice and positive.
- Stay focused on the job and yourself. Use as many words as specified, otherwise 200-600.
- Only mention a weakness if you show how you are going to turn it into one of your strengths, e.g. instead of, "I cannot...", use "I would like to learn more on...".

www.englisch-bw.de
– [Schreiben](#)
– [Textsortentraining](#)
– [Personal Statement](#)

Recipe ['---]

How to Write a Personal Statement

Content: What?

- Why have you chosen to apply to this organisation?
- What skills and qualifications can you offer this organisation?
- How exactly have you learned these skills?

Style: How?

- Sound clear, nice and positive.
- Stay focused on the job and yourself. Use as many words as specified, otherwise 200-600.
- Only mention a weakness if you show how you are going to turn it into one of your strengths, e.g. instead of, "I cannot...", use "I would like to learn more on...".

www.englisch-bw.de
– [Schreiben](#)
– [Textsortentraining](#)
– [Personal Statement](#)