# Professional statement outline

To develop a professional statement that briefly explains who you are and what you are passionate about, follow the steps outlined.

**Note:** You will need a piece of paper or a blank word processing document to complete this activity

## Step one

**List two to three strengths that you currently have or are committed to developing** (e.g., strong written and verbal communication, time management, programming, etc.).

Having an inventory of your strengths can help you create your professional statement. It may also encourage you to focus on skills you want to develop as you progress through the certificate program.

1. Time management

2. Programming

3. Problem solving

## Step two

**List one to two values you have** (e.g., protecting organizations, protecting people, adhering to laws, ensuring equitable access, etc.).

Establishing your values can help you and a prospective employer determine if your goals are aligned. Ensure that you are representing yourself accurately, and be honest about what motivates you.

1. Adhering to laws

2. Valuing Education

## Step three

Ask yourself some **clarifying questions** to determine what to include in your professional statement:

1. **What most interests me about the field of cybersecurity?**

What interests me in cyber security is how it combines problem-solving and helping people protect their privacy, which is one of the most important issues in today's world.

1. **Who is the audience for my professional statement (e.g., cybersecurity recruiters, specific organizations, government employers, etc.)?**

My primary audience includes cybersecurity recruiters and hiring managers at technology firms and government agencies.

1. **In what ways can my strengths, values, and interest in cybersecurity support the security goals of various organizations?**

My time management skill allow me to stay on schedule and prioritize tasks effectively. Proficiency in programming enables me to develop and customize tools and scripts to do work efficiently and my problem solving skill helps me deal with challenges and provide solutions. I am committed to adhering to laws and regulations, which ensures that the organization remains compliant with industry standards and legal requirements. Being a continuous learner makes me up to date with latest threats and technologies.

*Note: This is just a draft. You should continue to revise and refine your professional statement, throughout the program, until you feel that it’s ready to share with potential employers.*