Chapter 4: Writing a Resume That Wins Interviews

The C-A-R Method for Creating
Accomplishment Bullets

Specific professional accomplishments are very impactful, as they demonstrate how the company benefitted from you doing your job so well. The Challenge-Action-Result (C-A-R) method can help you explain what you helped the company achieve. [see example on page 42]

C - Challenge: What was the problem you addressed / goal you were pursuing?

A - Action: What did you do?

R - Result: What outcome (savings / reduction / increase / improvement) did you achieve?

Challenge:	
Action:	
Result:	
Resume Bullet:	

Challenge:	
Action:	
Result:	
Resume Bullet:	

Challenge:	
Action:	
Result:	
Resume Bullet:	