

Interviews

5-Minute Review

1 Know Your Top 5

- Identify your top five stories that demonstrate your key strengths and skills. You can practice how to describe your best attributes and experiences you offer as a candidate, which is great preparation for many common interview questions.

2 Research the Company

- Recruiters and hiring managers will establish an opinion of your independent work ethic and motivation based on whether you prepared thoughtfully for the interview.
- Review company website for the "About Us" page, values, history, key people you may encounter, and any recent press release.

3 Consider Your Introduction

- Often an interview will begin with, "Tell us about yourself," or "Walk us through your resume." This is not a time for detail; rather, an opportunity to give a high level overview of yourself as a candidate.
- Name, major, school, industry experience, and 1-2 key strengths you hope to highlight are appropriate content. Also, you may mention you are pleased to be selected for an interview.

4 Provide Examples

- in 1-2 minute answers, give tangible examples to support your statements. Utilize the STAR method whenever possible.
 - S - Situation: Share a situation, context, or challenge.
 - T - Task: Describe the tasks, project, or plan you created.
 - A - Action: Share how you took an action in the situation.
 - R - Result: Explain what the outcome or impact of your action or experience was.

5 Prepare Thoughtful Questions

- Ask questions such as, "What should success look like in this role within the first year?" "What professional development opportunities exist for staff?" or "How would you describe your daily office culture?"
- Do not ask questions about salary, benefits, or paid time off.

Pro Tips

Always arrive early for an interview. Give yourself ample time to park, use the restroom, and find the correct office.

Be kind and amiable with the person at the front desk. Often they will be asked their opinion.

If interviewing with more than one person, be sure to make eye contact with all parties.

Avoid taking notes on a phone, and be sure to bring extra resumes.

When discussing group projects, be sure to indicate key deliverables you executed individually.

Visit <https://luc.joinhandshake.com> to schedule a mock interview appointment.