

Interview as the interviewee

At the interview, think about a previous supervisor who you admired previously

- Do some research on the company
- Check out the trends
- Look at the org chart
- What is the role offered?
- What are the right questions?

Prepare

- Have copies of you resume (look like you are prepared)
- Certifications
- Notepad
- Letters of recommendations
- Have some prewritten questions

Rehearse

- Out loud to another person
- Answering questions
- Asking questions
- Concluding an interview

Remember

- Your interview starts when you start once you arrive on property/to the area.
- Arrive 10-15 early
- Silence your phone
- Be polite
- Dress for the occasion

Interview Attire

First impression matter

Dress one level above the job you are interviewing aka Dress for success!

4 Stages of Interviews

- Stage 1- introduction
 - Introduce yourself
 - Make eye contact
 - Sit up straight and lean forward

- Use natural gestures
 - Pay attention to the non verbal cues
 - Base small talk on information about the job and company
- Find common ground
- Show enthusiasm and confidence
- Build rapport
- Stage 2- employer question
 - Sell yourself
 - Address employer questions
 - Tell me about yourself
 - Why do you want to work here?
 - How would you describe yourself?
 - Demonstrate your qualifications
 - Think like an employer
 - Tip- take a piece of paper and write down accomplishments you've done
- Stage 3- Candidate questions
- Stage 4- Closing

STAR Method

S-Situation

T-task

A-Action

R-Result

Behavioral Questions-Give me an example of a goal you did not meet and how you handled it.