Interview Strategies

Walden University
Career Services Center
http://careercenter.waldenu.edu
Your Evolving Career Identity

E
Experience

S
Story

P
People
Objectives

• Prepare for the interview
• Showcase your achievements
• Answer challenging interview questions
• Leave a lasting impression
The Interview Process… Before, During, & After

- **Before**
  - Reassess your qualifications
  - Research the Organization
  - Develop relevant stories
  - Prepare for common questions

- **During**
  - Practice

- **After**
  - Show you are the best fit
  - Follow up

The Interview
## Research the Employer

<table>
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<th>Research . . .</th>
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<tr>
<td>History, Mission, &amp; Vision</td>
<td>Trends</td>
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<td>Products &amp; Services</td>
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<td>Brand/Strengths</td>
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<td>Salary Range</td>
<td>How can you contribute</td>
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Reassess Your Qualifications for the Job

- Education
- Experience
- Skills
- Knowledge
- Achievements
- Values

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Develop Your Stories

- **Challenge** — What was the problem?
- **Action** — What did you do? Did you initiate it?
- **Result** — Who or what was impacted and how?
- **Tie-In** — How does this apply to your future role?
Practice Your Interviewing Skills
Our Mock Candidate

• Applying for a Human Resources Training Specialist Position
• Experience as a Customer Service Manager
Mock Interview
Tell Me A Little About Yourself…

• Highlight your strengths – what are you passionate about?
• Focus on recent experience
• Make it relevant
• Show enthusiasm!
• Deliver with confidence!
• Limit introduction to 1-2 minutes
Tell Me About Walden

Social Change

Accreditation

Quality of Faculty

Rigorous Curriculum

Global Learning Community

http://www.waldenu.edu/About-Us.htm
What Salary Are You Seeking?

- Defer salary discussions as much as possible
- If pressed, offer a salary range
- Share how you can *add value*
Tell Me a Time When…

- Refer to Your CART stories
- Provide a thorough, brief, and concise response
What Are Your Areas of Improvement?

• Select an area that is not an essential job function
• Briefly discuss that area
• Share your work-around
• Stay positive!
Now, It’s Time for the Interview

- Envision yourself in your future role
- Show confidence
The Interview

• Bring a copy of your resume and references
• Get there early and turn off your cell phone
• Professional attire, eye contact, firm handshake
• Maintain a positive, enthusiastic demeanor
Ask Meaningful Questions

• What are some of the greatest challenges your department is facing?
• What does success look like 6 months into the job?

Engage them in a conversation
After the Interview

• Promptly send a thank you letter restating your qualifications and interest in the position.
• Follow up with employer.
Interviewing Resources

http://careercenter.waldenu.edu
Use OptimalResume for Interview Prep
Can you give an example of your problem-solving ability?
Roadmap to Success

- Prepare
- Practice
- Show you are the best fit
- Follow up
Final Thought

“Continuous effort - not strength or intelligence - is the key to unlocking our potential.”

– Winston Churchill