Interview Strategies

Walden University
Career Services Center
http://careercenter.waldenu.edu
Objectives

• Review interviewing tips
• Explore the interviewing resources available to you on the Career Services website
• Answer your interviewing questions
The Interview Process… Before, During, & After

Before
- Reassess your qualifications
- Develop relevant stories
- Research the organization
- Prepare for common questions
- Practice
- Show you are the best fit
- Follow up

During
The Interview

After
## Research the Employer

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

Education

Experience

Knowledge

Skills

Achievements

Values
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
Tell Me A Little About Yourself…

• Highlight your strengths – what are you passionate about?
• Focus on recent and relevant experience
• Show enthusiasm and confidence!
• Limit introduction to 1-2 minutes
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 about a time when…

• Refer to Your CART stories
• Provide a brief, concise, and thorough, 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!
Give a short presentation on .......
Given the scenario .......... what are your recommendations?
Tell Me About Walden

Social Change

Accreditation

Quality of Faculty

Rigorous Curriculum

Global Learning Community

http://www.waldenu.edu/About-Us.htm
Logistics

• Plan your professional attire

• Check the location, your mode of transportation, and the time it will take to arrive on time

• For Skype interviews, check your camera and simplify what is visible in the background

For more information on these topics visit Career Services Interviewing tab: http://academicguides.waldenu.edu/careerservices/preparingfortheinterview/home
Now, It’s Time for the Interview

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

• Bring copies of your resume and references
• Arrive early and turn off your cell phone
• Strengthen your connection through eye contact and a 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
Use OptimalResume for Interview Prep
Select Interview Type

Behavioral Interview (20)
Final Interview (20)
Hiring Manager Interview (20)
Inappropriate Questions (10)
Initial Face-to-Face Interview (20)
Panel Interview (20)
Pressure Interview (20)
Screening Interview (20)
Custom Interview (build your own)

Behavioral Interview (20)

Briefly tell me about yourself.
INTERVIEWER: DAVID, OPTIMAL RESUME
COACH: DAVID, OPTIMAL RESUME

Who is your role model?
INTERVIEWER: DAVID, OPTIMAL RESUME
COACH: DAVID, OPTIMAL RESUME

What is the best job you have ever had in your life?
INTERVIEWER: DAVID, OPTIMAL RESUME
COACH: DAVID, OPTIMAL RESUME

Would you consider yourself more of a team player or an individual contributor?
INTERVIEWER: DAVID, OPTIMAL RESUME
COACH: DAVID, OPTIMAL RESUME

Format

Video

Audio

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QUESTION:

Can you give an example of your problem-solving ability?
Schedule an Appointment

You may schedule a telephone advising appointment using our online scheduling system accessible through your myWalden portal or visit the Career Services website for directions on how to schedule an appointment.
Questions?
Connect with Career Services

Access Everything from Our Website:
http://careercenter.waldenu.edu

E-mail: careerservices@mail.waldenu.edu