



Interview Tips

1. Do your research

Research the organization and interviewers to understand their goals, values, and culture. You can do this by visiting their website, social media, LinkedIn, etc.

2. Practice, Practice, Practice!

It's important that you feel prepared and comfortable before your interview. The more you practice interview questions, the more confident you will feel during the interview.

3. Reread the job description

What are specific skills the employer is looking for? How do your experiences and skills match the job description? Think of examples of how your experiences and skills align with the job you're applying for.

4. STAR method

The STAR method is a commonly used interview response technique to explain a story. Employers will ask you behavioral questions such as "Tell me about a time when you had to work with a team to complete a task," "Tell me about a time you failed a task," or "Tell me about a time you disagreed with a supervisor."

- Situation: What was the situation? Give necessary details, but be concise.
- Task: What was your responsibility in that situation?
- Action: What actions did you take to address the problem?
- Result: What outcome did you achieve?

5. Prepare to ask questions

Not only should you be ready to answer questions, but you should also have questions ready for your interviewer. If you are curious (or confused) about the role—ask the interviewer! If you are curious about the organization's goals, values, or culture—ask! If you are curious about the schedule—ask! Employers want to know that you are serious about the role you are applying for, and this is a good opportunity to showcase the research you did!

6. Dress to Impress

It is best to avoid dressing overly casual. A well-thought-out outfit will show that you are professional and are taking the interview seriously. Appropriate clothing for an interview includes: button-down shirt or blouse, polo, cardigan or blazer, dark-colored pants, slacks, knee-length skirt or dress, and closed-toe shoes. Avoid wearing hats and clothing with rips or holes!

7. Show up early

You should plan to arrive at the interview location at least 10-15 minutes early. This will give you time to prepare for your interview and calm any nerves.

8. Be honest and stay positive

Remember: You got the interview because you are qualified! Focus on your strengths and why your skills and experience make you qualified for the role. Use positive language and don't speak negatively about past employers!

9. Ask about next steps

Once your interview is over, you may ask the interviewer about what to expect next. They will likely let you know via email about the next steps.

10. Send a thank-you letter

Thank the interviewer by sending a "thank you" email; this helps you stand out from other applicants and shows your interest in the position and organization. You can either send it the day of or the following day.