



INTERVIEWING STYLES & TIPS

During Workforce Connections, you will have the opportunity to practice two types of interviews. When you first greet the employer, introduce yourself (first and last name) and give a firm handshake with eye contact and a smile. Before the interview begins, please let the employer know which type of interview you would like to conduct, mock or informational style.

Mock Interview

Best used when you would like to practice a trial run of an actual interview. The employer will ask questions to determine if a candidate has the right attitude and experience to be a good fit for the position. It is important for the job candidate to sell himself or herself to the employer. You will want to highlight your strengths. Examples of potential questions ...

- Share an example of how you handle conflict while working on a team.
- Describe yourself in three words.
- Tell me about a time you had to be very strategic in order to meet all your deadlines.
- Tell me about a successful presentation you gave and why you think it was a hit.
- Tell me about your proudest academic or extracurricular accomplishment.
- What makes you a good fit for this position?
- Where do you see yourself in 5 years? In 10 years?

Informational Interview

Appropriate to use when you are gathering information about a company or career cluster. You will be able to ask this person about their career and what they like or dislike about it.

Conducting informational interviews helps you to make better decisions about the types of careers you may want to pursue someday. Examples ...

- How did you select your occupation?
- What do you like best/least about your occupation?
- What advice would you give a new person in this occupation?
- Describe what a typical day/week is like?

- What is the earning potential in your field?
- What are the qualifications necessary for this occupation?

In most interviews there will be a chance near the end for you to ask questions. The company is interviewing you but remember that you are also interviewing the company. In order to learn more about the job, you will want to ask specific questions so that you are able to determine whether or not this position is the right fit for you.