

Name: _____

ASSIGNMENT 8: INTERVIEW PREPARATION

SECTION 1: MY IMPRESSION

What 3 qualities am I bringing that the employer needs to know about me?

1. _____
2. _____
3. _____

Do my answers, attire, and demeanor reflect these qualities?

SECTION 2: CLEARLY EXPLAINING EXPERIENCES

“TELL ME ABOUT A TIME WHEN...”

	YOU WERE PROUD AT YOUR JOB	YOU OVERCAME A CHALLENGE
CONTEXT		
ACTION		
RESULT		
RELATE		

SECTION 3: ANSWER COMMON INTERVIEW QUESTIONS (A)

Tell Me About Yourself

- *Relevant Skills/Training/Experience (Hard Skills)*
- *2-3 Relevant Qualities (Soft Skills)*
- *What do you plan to accomplish in your next role?*
- *Anything Else?*

What Is Your Greatest Strength?

- *Name one strength*
- *Context*
- *Action*
- *Result*
- *Relate*

What Is Your Greatest Weakness?

- *What is one skill you are trying to improve upon?*
- *What are you doing to address this skill?*