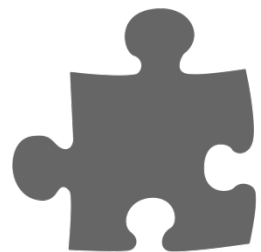


INTERVIEW WORKSHOP

Career Services Center



WHAT TO EXPECT:

Interviews are predictable; an employer wants to know about your

- Skills and Abilities

- Analytical Process—how you think

- Your “fit” with the company

- Interest in/Knowledge of company

- Ability/Desire to do the job



WHAT EMPLOYERS ARE LOOKING FOR:

Communication Skills—oral and written

Interpersonal Skills

Leadership Skills

Technical Skills—technology/financial

Academic Accomplishment

Creativity

Independent, yet a Good Team Player

Work Ethic

Relevant Knowledge and Experience



ANATOMY OF AN INTERVIEW:

Ice breaker

It is in the interviewer's best interest to put you at ease so he/she can obtain the information needed.

Employer probe

Know your resume and rehearse answers in advance (no kidding!)

Student questions

Show you know the company well.

Plan to ask 4-5 questions about the company/job

Close



TYPES OF INTERVIEWS:

Screening or General (typical of OCR)- do you have what the company wants? Do you know the company?

Behavioral- past behavior is the best predictor or future behavior; the “tell me about a time” interview.

Case/Technical- examples of what you will do on the job.



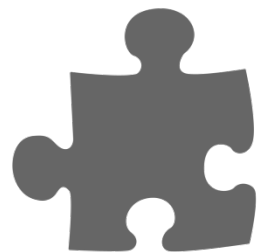
SCREENING/GENERAL INTERVIEW:

Basic introductory interview

Checking “fit”

Show that you’ve done some research on the company and the industry

Make it clear you understand the job and that you can do the job



SCREENING INTERVIEW Sample Questions:

Tell me about yourself.

What do you know about our company?

What makes you a good fit for this company?

What do you know about the job?

What do you do in your spare time?

Do you have any questions for me?



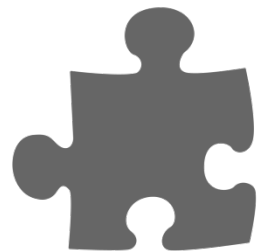
BEHAVIORAL INTERVIEWS:

Identify key skills and qualities

Prepare 2-3 *specific* examples for each skill
(leadership, working under stress, quick-thinking,
organization, creativity, problem solving, timeliness)

Frame your example in the STAR method

Situation – Task – Action - Result



BEHAVIORAL INTERVIEW Sample Questions:

Tell me about a time when you had to work with a difficult team member

Give an example of a time when you had to meet multiple deadlines.

Describe a time when you took a risk and were glad you did.

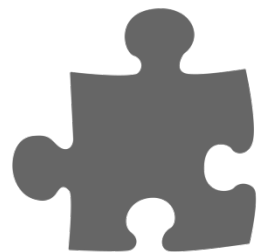


CASE/TECHNICAL INTERVIEWS:

Mainly used in the consulting industry
and investment banking

Interactive and broad, 2-way
discussion

Generally 15 – 45 minutes



CASE/TECHNICAL INTERVIEW

Sample Questions:

How many ping pong balls would fill a 737?

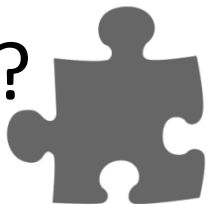
What is EBITDA?

What is the Capital Assets Pricing Model?

Discounted cash flow?

What methods could you use to value a company?

What factors influence the price of an option?



FIRST IMPRESSIONS:

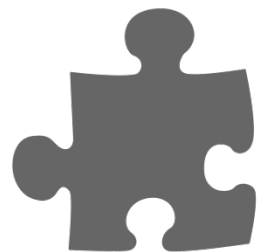
Arrive at the interview 10 – 15
minutes early

Appropriate attire

Good eye contact

Solid hand shake

Greeters



ADDITIONAL RESOURCES IN CAREER SERVICES:

Mock Interviews (sign up on CMConnect)

InterviewStream (video interviewing practice)

Vault.com

Library Resources



QUESTIONS?

Career Services Center

www.cmc.edu/csc

careerservices@cmc.edu

(909) 607-7038

