

Career Services Information

Interview Tips.

Your interview is often the first and only chance you are given to make a positive impression. Your resume provides qualifications, education, and experience; the interview showcases your interpersonal skills. This is when you become more than words on a piece of paper. It is important to dress for success, research, and anticipate possible questions.

When dressing for an interview, it is difficult to be “too dressy.” For ladies, if you choose a skirt or dress, ensure it is a conservative length. The same rule applies to your choice in heels. If you feel more comfortable in a business suit, this is a perfectly acceptable option. For the gentlemen, a tie and jacket is recommended. It is important your attire mirrors your status and professionalism.

Every interview you accept requires individualized research. This begins with the organization with whom you’ll be interviewing. Ensure you are familiar with the history and the future of the organization. If the company has an exciting expansion on the horizon, you can leverage your research to discuss opportunities associated with that expansion. If you know with whom you will be interviewing, research them as well. Familiarizing yourself with their career and experiences will allow you to build a relationship quickly and set yourself apart from other applicants.

Anticipate possible interview questions as part of your preparation. Research frequently asked questions. What are your goals? Where do you see yourself in 5 years? In 10 years? What makes you successful in a team environment? What is your biggest weakness? These are the type of questions you should be able to answer without struggling for words. Always stop, think, and compose your response. Do not allow yourself to babble or try to compose a response on the fly. I cannot stress enough the importance of research and preparation.