

PREPARE FOR THE INTERVIEW

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- Research the company to learn about the company mission statement, history, work environment, policies, procedures, and organizational culture
- Review the job description
- Learn how to dress professionally for the interview
- Inform to bring at least 5 copies of their resume, references, pen and notebook to take note during the interview
- Research the location of the interview
- Review common interview questions and practice for the interview
- Advise to be on time for the interview (arrive 15 minutes before the scheduled interview time)
- Advise to send a thank-you note via email to each of the interviewer
- Follow up within a week with the interviewer

Common Interview Questions for Students to Practice

- Tell me about yourself.
- Why did you choose your field of study?
- What are you looking for in an internship?
- What interests you about our company?
- Tell me about a time when you demonstrated leadership skills?
- Tell me about a time where you have dealt with a difficult situation?
- Tell me about your skills.
- How do you manage multiple projects at once?
- Tell me about your proudest accomplishment.
- Talk about a time you overcame a difficult problem / showed initiative.
- Describe a time when you had to handle a lot of tasks at the same time.
- Do you have any questions for me?