**You + Us = We: Are we a good fit?**

Tell me about yourself.
*Choose information that you can cover in about a minute that best demonstrates your qualifications and “fit” for the position.*

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Why are you interested in our company / position?
*Employers learn how much research you have done by your answer, as well as find reassurance that you want the job for the right reasons (i.e. your passion for the work, your goals, etc).*

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**Strengths and Weaknesses**

What strength do you possess that will make you successful in this role?
*It isn’t just about bragging. Discuss how your skills and qualities meet their needs.*

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What experience has best prepared you for this position?
*Make a connection between an experience you have had and the job you are applying for.*

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What challenges will you face in this role?
*This question requires critical thinking skills. Are you someone who can foresee a challenge and prepare for it? How will you prepare so that you succeed anyway.*

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What is your greatest weakness?
*Be genuine and focus on what you are doing to improve that skill or overcome a weakness. Employers are looking for people who seek to grow and improve.*

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**Attitude and Goals**

Where do you see yourself 5 years from now?
*Sharing your thoughts about your career goals will help an employer see if this position suits you and if your goals align with the company.*

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What are your experiences working with diverse groups of people?

*Employers are interested in knowing what diversity means to you.*

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What did you like / dislike about GVSU?
*This is an attitudinal question. The examples you share will tell an employer what you value but the way that you explain your likes and dislikes will show them your attitude about the institution you chose. You can critique in a positive way so feel free to say what you dislike but do so with an open mind that focuses on the solution, not the problem.*

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What did you like / dislike about your last job?
*This is also attitudinal. Your likes and dislikes will tell employers about how those preferences will effect and play a role into your next job.*

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**Behavioral Based Questions**

Tell me about a time when…

-You had to convince someone of something -You planned a major event

-You had to overcome a barrier to achieve a goal -You went above and beyond

*Past success predicts future success. Discussing a specific experience provides more evidence to an employer about your skills and qualifications than just making claims about yourself and your strengths. Remember* ***STAR*** *(****Situation*** *and* ***Task*** *you faced,* ***Action*** *you took,* ***Result*** *of your actions)*

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**The Final Sale**

Why should we hire you?

*Reflect and promote what you believe are your top qualifications for the position and what makes your characteristics a good fit.*

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What questions do you have for us?

*The type of question gives the employer insight to your values and what is most interesting to you about the position / company. Always ask questions or you may appear uninterested in the opportunity.*

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| --- | --- | --- | --- | --- | --- |
| **Overall Assessment** | **Excellent** | **Good** | **Fair** | **Poor** | **Comments** |
| **Interview Preparation** *research, self-reflection* |  |  |  |  |  |
| **Resume/Portfolio** *aesthetics, content* |  |  |  |  |  |
| **Personal Appearance** *dress, hygiene* |  |  |  |  |  |
| **Interpersonal Skills** *rapport, interaction, demeanor* |  |  |  |  |  |
| **Motivation in Career**  *passion, initiative* |  |  |  |  |  |
| **Work History** *previous jobs, internships* |  |  |  |  |  |
| **Knowledge of Field** *practical use, skills* |  |  |  |  |  |
| **Overall Answer Content**  *insightful, with conviction* |  |  |  |  |  |
| **Verbal Expression** *volume, expressiveness* |  |  |  |  |  |
| **Non-verbal Expression** *eye contact, body movement* |  |  |  |  |  |
| **Quality of Questions Asked** *intellectual, engaging* |  |  |  |  |  |