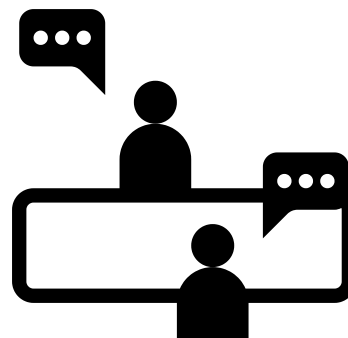


INTERVIEW PREP

TELLING YOUR STORY



PRACTICE QUESTIONS

SELF-AWARENESS

- Can you tell me about yourself?
- What are your strengths and weaknesses?
- How will your greatest strength help you perform?
- What are you passionate about?
- What motivates you?
- How does this job fit in with your career aspirations?
- How would your co-workers describe your personality?

COMMUNICATION

- Talk about a time when you made a point that you knew your colleagues would be resistant to.
- Describe your communication skills.
- Describe a time you had to be careful talking about sensitive information. How did you do it?
- How would you go about explaining a complex idea/problem to a someone who was already frustrated?

DIGITAL FLUENCY

- What digital tools do you use to accomplish a task/project?
- Tell me about a time you used technology to streamline and improve a process.
- You've just been assigned to a project involving a new technology. How would you get started?
- How do you use technology and social media on a daily basis?

TEAMWORK + INTERPERSONAL

- Tell me about a time when you worked with a team that didn't work well together. How did you overcome the roadblocks?
- What tries your patience when dealing with co-workers?
- Describe how you develop relationships with new colleagues.
- Describe your ideal boss.

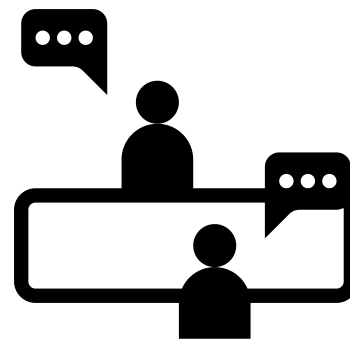
PURPOSE

The ability to articulate your experience in a way that is meaningful to the employer.



INTERVIEW PREP

TELLING YOUR STORY



PRACTICE QUESTIONS

LEADERSHIP

- What do you find are the most difficult decisions to make?
- How do you build trust and rapport with others?
- How do you monitor the performance of the people that you have lead?
- How would you describe your leadership style?
- What values are important to you as a leader?
- How do you respond to criticism?
- Share a time when you lead a collaborative team.

PROFESSIONALISM + WORK ETHIC

- How do you handle stress and pressure?
- How do you handle failure?
- How do you handle success?
- Describe your work style.
- Share a time when you went the extra mile at work.
- How do you define work ethic?

PROBLEM SOLVING + CREATIVITY

- Describe a time when your workload was heavy and how you handled it.
- Share a time when you had to solve a problem quickly.
- Describe a time when you handled a problem, but didn't have all of the information.
- What steps do you take before making a decision on how to solve a problem and why?

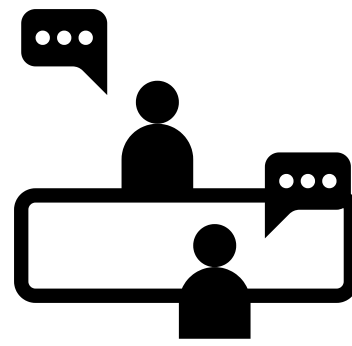
GLOBAL PERSPECTIVE

- How has your background and experience prepared you to be effective in an environment that is committed to inclusion?
- What is your past experience in working with diverse populations?
- What kinds of experience have you had in relating with people whose backgrounds are different than your own?



INTERVIEW PREP

TELLING YOUR STORY



QUESTIONS TO ASK THE INTERVIEWER

- What does a typical day/week look like in this position?
- What are the next steps in the hiring process?
- What are the key positions and groups that I would be work with?
- What is the single largest problem facing your team today?
- What's your company culture like?
- What type of training or educational advancement does your organization offer?
- What has been the top accomplishments of the organization over the past year?
- What does success look like in this position, and how do you measure it?

