

Interview with Impact

Maximize your opportunity to
present your best self in each interview



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Today's plan

LHH

1 What Type of Interview is It?

2 Interview Questions

3 Post-Interview

4 Putting It All Together



What Type of Interview is It?



Types of interviews & with whom?

- ▶ Screening
- ▶ Chatbot
- ▶ Panel
- ▶ Technical
- ▶ Situational
- ▶ With a recruiter
- ▶ With a hiring manager
- ▶ In person
- ▶ HireVue | Interview Center – one way interview link

Aligning your answers with the role

- 1. Research the company and people:** D&B Hoovers, LinkedIn, Company site
- 2. Research salary:** salary.com, payscale.com, glassdoor.com, your network.
- 3. Review job description and correlate your experience:**
 - ▶ Prepare and practice SOAR stories.
 - ▶ Practice using the tools on your candidate platform.
- 4. Prepare questions** to ask the interviewer(s).

Types of questions for the interviewer

Role-Specific

- ▶ Can you tell me more about the day-to-day responsibilities of this job?
- ▶ How will your ideal candidate be successful in this role?

Team and Department

- ▶ What can you tell me about the team I'll be working with?
- ▶ How does this team fit within the organization as a whole?

Company Culture

- ▶ How would you describe the company culture here?
- ▶ What do you enjoy most about working here?

Expectations and Goals

- ▶ What are the most immediate projects that need to be addressed?
- ▶ Can you tell me about the goals of the department?

Future of the Company

- ▶ Are there any new products or projects coming up that this department will be involved with?

Next Steps

- ▶ What are the next steps in the interview process?
- ▶ Is there anything else I can provide you with that would be helpful?



Interview Questions



Top 10 interview questions: 1–5

1

Tell me about yourself.

2

Why are you interested in this position/company?

3

What are your greatest strengths?

4

What is your greatest weakness?

5

Can you describe a challenging situation you faced at work and how you dealt with it?

Top 10 interview questions: 6–10

6

Where do you see yourself in five years?

7

Why are you leaving your current job?

8

How do you handle stress and pressure?

9

Can you provide an example of when you went above and beyond for a job?

10

Do you have any questions for us?

What is your greatest weakness?

1. Choose a
Real Weakness

My greatest weakness has been my discomfort with public speaking.

2. Show
Self-Awareness

Recognizing its importance, especially in leadership roles, I've taken steps to improve. I joined a local Toastmasters club to practice and receive feedback in a supportive environment. Additionally, I've sought opportunities at work to present in smaller group settings to gradually build my confidence.

3. Focus
on Improvement

This effort has paid off, as I've noticed a significant improvement in my ability to communicate my ideas clearly and confidently in front of an audience.

4. Reflect Positivity
and Growth

I'm committed to continuing my development in this area.

Why are you leaving your current job?

- ▶ Emphasize future opportunities
- ▶ Highlight positivity and resilience
- ▶ Focus on professional growth
- ▶ Maintain a positive outlook
- ▶ Express gratitude and looking forward
- ▶ Position for a strategic shift
- ▶ Emphasize skills and adaptability
- ▶ Forward-looking and optimistic
- ▶ Valuing past experiences
- ▶ Seek new challenges

“My journey at [Company] came to an end due to a layoff, but I see this as an opportunity to tackle new challenges and deepen my expertise. I'm actively seeking roles where I can make a significant impact and continue my professional development.”

ChatGPT prompt:

I've recently been laid off, but I want to provide a positive Exit Statement that I can use when asked 'Why are you leaving your current job?' Provide 10 statements that emphasize my positivity and resilience.

Expect the salary question even if it's not asked right away – What do you expect for this role?

1. Research the market
2. Use a range
3. Be flexible and request feedback
4. Prepare to discuss
5. Know your bottom line

RANGE



“Based on my research and what I bring to this position, a range of \$€£___ to \$€£___ would be appropriate. However, this is negotiable depending on the total compensation package. Does this fall within your range?”

Behavioural questions

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1. Tell me about a time when you had to work under pressure.
2. Describe a situation where you had to deal with a difficult team member.
3. Give me an example of a goal you set and how you achieved it.
4. Tell me about a time when you made a mistake. What did you do to correct it?
5. Describe a situation where you had to use your initiative to solve a problem.
6. Tell me about a time when you had to adapt to a significant change at work.
7. Give me an example of a time when you went above and beyond the call of duty.
8. Describe a project you worked on as part of a team. What was your role, and how did the team function?
9. Tell me about a time when you had to persuade someone. How did you go about it, and what was the outcome?
10. Give me an example of how you prioritize your work when you have multiple deadlines.



Post-Interview Guidelines

Post-interview actions



Notes from your meeting.



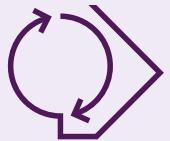
Send a concise thank you letter/email indicating your fit and interest in the position.



Follow up based on the timeline provided in the interview.



Contact references as a “heads up” if the interviewer asks for references



Always follow-up with the recruiter after each interview.



Thank you note

Your thank you note should:

- ▶ Convey your interest in the role.
- ▶ Share your 3 key qualifications.
- ▶ Ask about timeline.
- ▶ Include something specific to that individual.
- ▶ Say thank you.



Putting It All Together

Three things you can do today

**1. Practice
Interviewing with
tools available**

**How does your answer
sound when spoken out
loud?**

**2. Define your Salary
range**

**Don't get X'ed out of the
process because of a
salary question.**

**3. Research the
company Values,
mission and
business
information**

**Use tools to gather all the
information about the role
and the organization.**

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https://adeccogss.eu.qualtrics.com/jfe/form/SV_eK9b2Y9vtGGn5wa