

Career Education

Interview Preparation

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Interviews

Tips & Tricks

If you are offered an interview, this is your chance to shine and show the employer why you are the best person for the job!

Below are some tips, standard questions, and response examples to help you prepare your own responses.

Top Tips

Remember the 4 P's!

POSITIVE

In your interview, you want to showcase your **best self**. Do not speak badly of other people, companies or experiences.

All experiences can be framed through a positive lens.

I'm looking for an opportunity to work for ABC because I feel our values of X, Y and Z really align.



PROFESSIONAL

Do not overshare, or share inappropriate or unnecessary personal information.

Only share information that is relevant for the job you're applying for.

I'm studying Education, and I'm really excited about getting work experience in the industry during my degree.



POINT OF DIFFERENCE

In specific industries, everyone applying will have the same degree as you. For example, Nursing, Teaching, Paramedicine, etc.

In other industries, the applicants may have completely different educational backgrounds.

How will you stand out?

In addition to being a graduate teacher, I'm also an experienced high-ropes instructor. I'd be really excited about the opportunity to be involved in activities like these in my role as a teacher.



PERSONALITY

The employer is not just hiring your qualification, they are hiring **YOU**.

Your personality, personal strengths and qualities are equally important. Don't be afraid to use appropriate humour and give them insight into what makes you **YOU**.

When I was young, I had a teacher named Ms Smith who quickly became my favourite teacher and inspired me to take this path. She was nurturing, empathetic, engaging and fun, and always had time for everyone. I have always wanted to be that teacher for others."



I can't stand my manager, I need to get out so I'm looking for another job.



I split up with my partner and got fired from my job, so I need to make a fresh start.



I'm studying Education, so it makes sense to get a teaching job.



I'm the best person for the job because I'm qualified for it.



Which candidate would YOU hire?

Interviews

Standard Information

Interview Types

Your interview may not always be in a traditional format. There are many ways for interviews to happen in the modern world of work, and often, employers will engage in multiple interview types across different stages for one position.

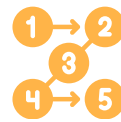
Some examples of different interview types include...



INFORMAL



GROUP



SEQUENTIAL



PANEL



PHONE



PORTFOLIO



PSYCHOMETRIC



VIDEO

Question Categories

It's impossible to prepare scripted responses for the thousands of potential interview questions that exist!

Instead, understand the core categories of interview questions and what the interviewer is looking for.



ABOUT YOU

Your strengths, skills, attributes, personality type, and experiences - and how they will shine in this role



BEHAVIOURAL

What would you do in certain difficult situations?



TECHNICAL

How you would approach a hypothetical but relevant technical problem



ABSTRACT

Seemingly random questions that are designed to assess your decision-making style, reasoning or emotional maturity

Interviews

Refining Your Responses

Stand out by telling your **Career Stories**

Your career stories are real-life demonstrations of the skills an employer is looking for.

So, how do I tell my story?

Begin by listing your top skills, strengths and values. Then, brainstorm examples of times you've demonstrated these through your work, studies or volunteering experiences. These examples will become your stories, and they can be adapted for any different question you are asked. For example:

"What are your main strengths?"



Hmmm...

I pride myself on thinking critically.

I'm pretty good at researching.

I do get along with most people I meet.

Is it enough to just say that...?

Remember...

Anyone can say they have a skill. Always give examples!



Tell your career stories using the **STAR** model

"My top strength is achieving results under tight deadlines"

SITUATION

What was the context, background or setting?

In my role at ABC, a colleague left just before a very large project was due.

TASK

What did you have to do?

I was tasked with its completion, with only a few days to learn what it was about.

ACTION

How did you do it?

I created a taskforce and delegated work, and completed the project a day early.

RESULT

What was the outcome?

The project was completed on time and our bond as a team really strengthened. I realised I thrive under tight deadlines.

Your turn!

What is your top strength?

STRENGTH

.....

SITUATION

.....

TASK

.....

ACTION

.....

.....

RESULT

.....

Interviews

Standard Questions

Example Interview Questions and Responses

Below are some example interview questions for you to use for practice. We've also given you some insight into what employers are **actually** looking for, and example responses.

COMPETENCY CAN YOU DO THE JOB?

COMPATIBILITY CAN YOU DO THE JOB HERE?

CHEMISTRY CAN YOU DO THE JOB WITH US?

What they're asking...



What they really want to know....

"Can you tell us a bit about yourself?"

They are looking to see if you will fit in with their team & can hit the ground running.

Through a professional lens, introduce yourself, your personality in the workplace, your values, strengths, and goals.

Make your point of difference shine straight away!

"I'm a final year Engineering student and I'm really excited about moving into the industry."

I'm a very proactive person by nature and have spent the last few years doing lots of extra-curricular activities like internships, leadership roles, and mentoring so I'm ready to jump into a graduate role with as much experience as possible.

*I've actually just finished an internship with *** where I learned *** and my skills of *** really shone, which is how I know I'm going to be a really great fit at ***."*



"What motivated you to apply for this position?"

Showcase the proactive research you've done on the company.

Demonstrate how the company and the role align with your strengths and values.

Sign off with a statement on what you can do for *them*.

"I'd love to be a part of the teaching team at ABC, because I've seen the work you've been doing to enhance student engagement. I feel that our values of Learning and Empowerment really align. I demonstrate my value of learning through studying a Bachelor of Education and wanting to become a teacher. I strongly believe in empowering students to develop skills and resilience so they can be in charge of their own success. An example of when I've demonstrated this is..."



"What's a recent challenge you've faced, and how did you overcome it?"

This might appear unrelated to the job, but they're looking for your decision-making and reasoning skills, your resilience, and adaptability.

Remember to keep this answer positive. Whether or not you successfully overcame the challenge, sign off with *what you learned*.

"I found COVID to be a very challenging time, particularly because I was isolated from my family, I was not able to undertake practical placements, or study with my friends."

Ultimately I understood the world felt much the same way, and I decided to rely upon my self-efficacy to power through as many theory-based courses with a positive mindset, in the hope that I would be ready when pracs could start again. COVID impacted us all, but I developed a lot of resilience and a positive mindset because of this experience."



Interviews

Standard Questions

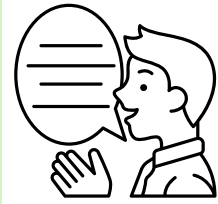
Your Turn...



“Can you name a time you experienced conflict at work, and how it was resolved?”

The employer is looking for:

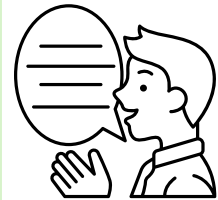
- Your response to stressful situations
- Your conflict-resolution style
- Your ability to take accountability
- Your ability to learn from conflict



“What is your greatest achievement?”

Again, try to showcase an achievement that aligns with what they're looking for in the job advertisement.

Are they looking for someone with project management skills? Showcase a project management-related achievement!

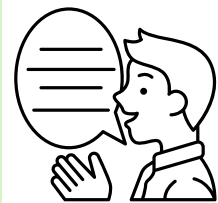


“Why are you the best person for this position?”

This will be your chance to really highlight your point of difference.

What makes you stand out from the others?

What can you give them that others can't?



Can you see how knowing your values, strengths and goals is very important?

Career Education & Employability Resources

DISCOVER your options for gaining work and mentoring experience, job application advice and feedback, and individual support.

VISIT [UniSQ Access | accesshub.usq.edu.au](#)



Interview Support

Search 100's of videos to help you prepare for an interview. Record yourself responding to interview questions for feedback.



Resume Review

Access resources and templates, and upload your resume for professional feedback.



LinkedIn Review

Submit your LinkedIn profile for a review and feedback to ensure you are marketing yourself to your full potential.



Industry Connect Mentoring Program

Designed to connect you with an experienced industry professional to build your employability skills.



Events

Attend upcoming events to maximise your connections and networking opportunities.



Jobs Board

24 hour access to job opportunities for students from a range of employers throughout Australia and overseas.



How the Career Education Team can support you:

Career advice and information

Career conversation appointments

Find work while studying

Increase your employability

Transition to graduate employment



Need individual support?

UniSQ offers one-on-one career planning sessions with qualified Career Practitioners. We can help you understand how your values, attributes and life experiences contribute to your career goals. Appointments are available over the phone, via video, live chat, or email.

Book an appointment where we can help you to:

- Develop career management skills
- Set goals and strategies to help you with your career decisions
- Make sound career decisions and set directions
- Discover resources to support career decisions and actions
- Plan for employment after graduation

**CONTACT THE CAREER
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