

Winning Interviews

Presented by the U.S. Intelligence Community

The purpose of this workshop is to learn how to be confident and “win” an interview. The presenter gives four things that help to do just that.

- Preparation
- Practice
- Persuasion
- Perspicacity

What is an Interview?

- Exchange of Information—everybody wants info.
- Psychology Contest—what is he thinking?
- Branding Opportunity—leave a lasting impression
- Sales Pitch—sell yourself
- Persuasive Storytelling—anecdotes explaining why you are good for the spot

Preparation

Know the company. Do research on the company and what it does, marketplace, economy, needs, reputation, etc.

Career Portfolio

Here’s a list what one should carry.

- Mission
- Resume
- Best Work
- Letters of Recommendation and References
- Honors
- Transcripts or Degrees

Introductions

- Smile
- Handshake
- Mirror to Appreciate
- Listen and Respond
- Positive closing (ask for the job)

Know Yourself

S Strengths and Skills

H Heart-do what you want to do
A Attitude and Aptitude
P Personality
E Experience—have 3 stories to tell

Types of Interviews

- Behavioral
- Telephone
- Panel
- Group
- Structured or Unstructured

Behavioral Interviews

Behavior is a big factor in interviews. Past behavior best predicts future behavior.

C—circumstances: prepare for follow up

A—action: ask questions

R—results: answers should be factual

1st impressions—behavior is majority of communication, show confidence but not arrogance (body language, tone of voice).

Practice

Practice storytelling and try to paint a picture with words in acdotes.

Perspicacity—Acute sense or vision of ourselves.