



**The Final – and
Most Important – Step in
the Hiring Process**

The Job Search is comparable to a Marketing Campaign

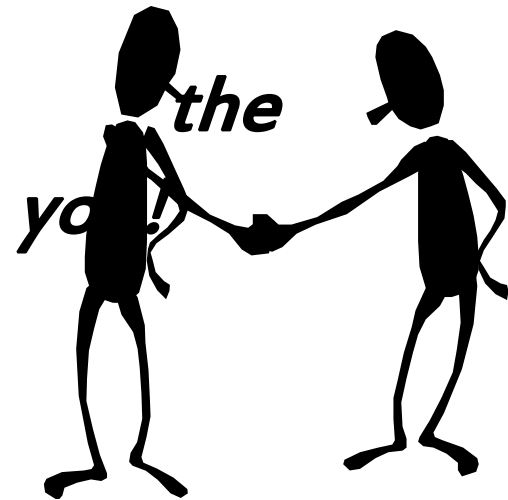


Consider your resume
and/or application as the
advertisement or brochure
about ***YOU!***

Interviewing is a Two-Way Street

- Chance to get to know each other
- Chance to assess if the position and company is a good fit for both parties

***You** evaluate the employer –
employer evaluates*



The **"Total"** YOU Is Evaluated

- Attitude
- Appearance
- Personality
- Confidence
- Knowledge About Yourself
- Knowledge About the Company
- Basic Ability to Do the Job



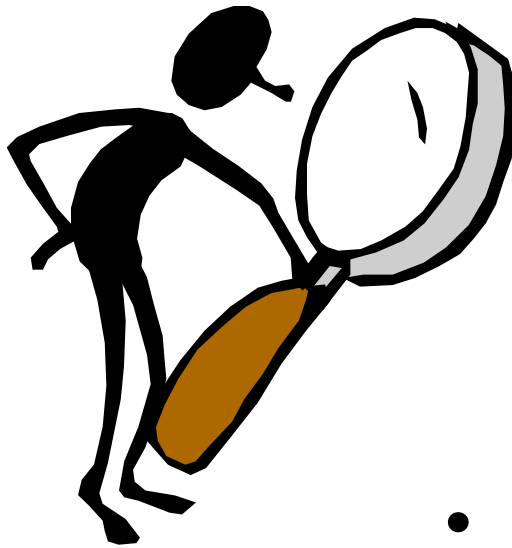
Stages of an Interview

- 1. Establishing rapport**
- 2. Obtaining data from the applicant**
- 3. Discussing the position & the organization, describing career objectives, & asking the interviewer questions**
- 4. Closing**

Types of Interviews

- Screening
- One-on-One
- Panel, Group, or Team
- Stress
- Lunch
- Telephone
- Behavioral

What Employers Are Looking For



- Professional image
- Good self-concept
 - Teamwork skills
 - Good work ethic
- Mature behavior & judgment
- Ability to interact with others
- Personality that fits in with company culture

What Prospective Employees Want

- Good working environment
- Fair pay and benefits
- Reasonable hours
- Job security
- Opportunities for learning, growth & advancement
- Opportunities to contribute & participate

