



## **2011-12 Missouri DECA Mini Competitive Events**

### **OCCUPATIONAL CATEGORY**

Human Resources Management Series

### **INSTRUCTIONAL AREA**

Interview

### **PARTICIPANT INSTRUCTIONS**

#### **PROCEDURES**

1. The event will be presented to you through your reading of these instructions including performance indicators and the event situation. You will have 10 minutes to review this information to determine how you will handle the role play situation and demonstrate the competencies of this event. During the preparation period, you may make notes to use during the role-play presentation. You must turn in this sheet to the facilitator upon completion of the 10 minute prep time.
2. You will have up to 10 minutes to role-play your situation with a judge
3. You will be evaluated on how well you meet the competencies of this event
4. Turn in all of your notes and event materials when you have completed the role play

#### **PERFORMANCE INDICATORS**

1. Prepare for a job interview
2. Demonstrate knowledge of the local business
3. Explain personal values, goals, interests, and abilities for employment opportunities
4. Demonstrate knowledge of commonly asked interview questions
5. Close the interview

#### **EVENT SITUATION**

You will assume the role as an applicant for a job opening at the local small town café. The judge will be interviewing you (please perform your role play based on your performance indicators stated above). You have been searching for employment as a host/hostess or as a waiter/waitress (judge). This café serves about 135 customers for breakfast (6 a.m. until 10:30 a.m.) and about 275 customers for lunch (11:00 a.m. until 2:00 p.m.). This café also caters for business meetings, wedding receptions, anniversary celebrations, birthday celebrations, etc. but they are not open for dinner/evening hours. The café focuses on casseroles, sandwiches, soups and desserts. They also offer a wide variety of coffee and cappuccinos.

The café has been in business for 15 years; it is family owned and operated, however, they enjoy hiring local high school students. The owner graduated from this small town and enjoys supporting the students/school. A few interview questions include:

- Tell me about yourself
- Why should I hire you
- What are your personal values