

Interview Techniques to Impress UK Employers

The session will begin shortly.

This session is to help you:

- feel positive about being interviewed
- create a professional impression in interviews
- recognise how interviews help your personal development

It includes:

- tips on what to wear and interview etiquette
- a note on the interviewer's perspective
- techniques to help you feel and appear more confident

First, zoom out and see the bigger picture

- You've already got through the hardest part
- Their time is money
- This is about you and the interviewer(s) only

- You BOTH want something from this

Types of Interview

- Telephone.
- Video (Teams, Zoom, Skype).
- In-person (panel, 1:1, group).
- Pre-recorded!



Virtual interviews- etiquette



- Internet speed.
- When to arrive.
- Clothing.
- Lighting.
- Interruptions.
- Body language.

Physical interviews- etiquette

- Location.
- Timings.
- Dress code.
- Introductions.



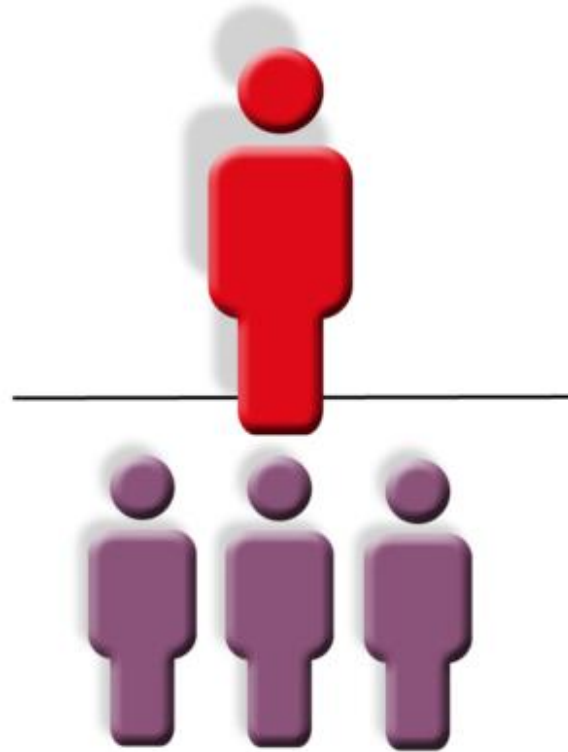
Types of questions

- **Introductions.**
- **Values.**
- **Competency-based.**
- **Strengths.**
- **Scenario.**
- **Follow-up.**

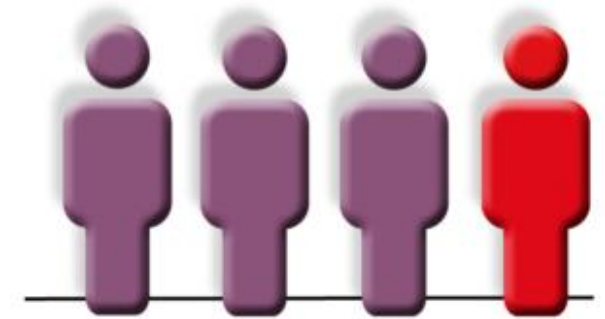
Introductions

- Hierarchy, etiquette and formality
- Cultural differences- **avoid** 'I humbly request' – 'I would be honoured' UK is low power distance culture
- Positive but not boastful, don't talk negatively about previous jobs (don't say 'just' or 'only' about your experiences)

High power distance



Low power distance



How to answer...

Values

What matters to you?

When you think about your future, what do you care about?

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	
Wealth						
Stability						
Creativity						
Helping others						
Work-life balance						

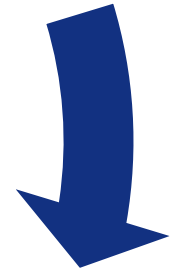
How to
answer...

Commercial Awareness

It is ahead or
behind in the
sector?

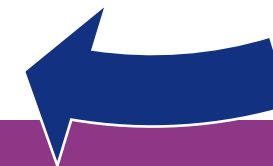


What social,
cultural,
historical,
political
themes affect
the company?



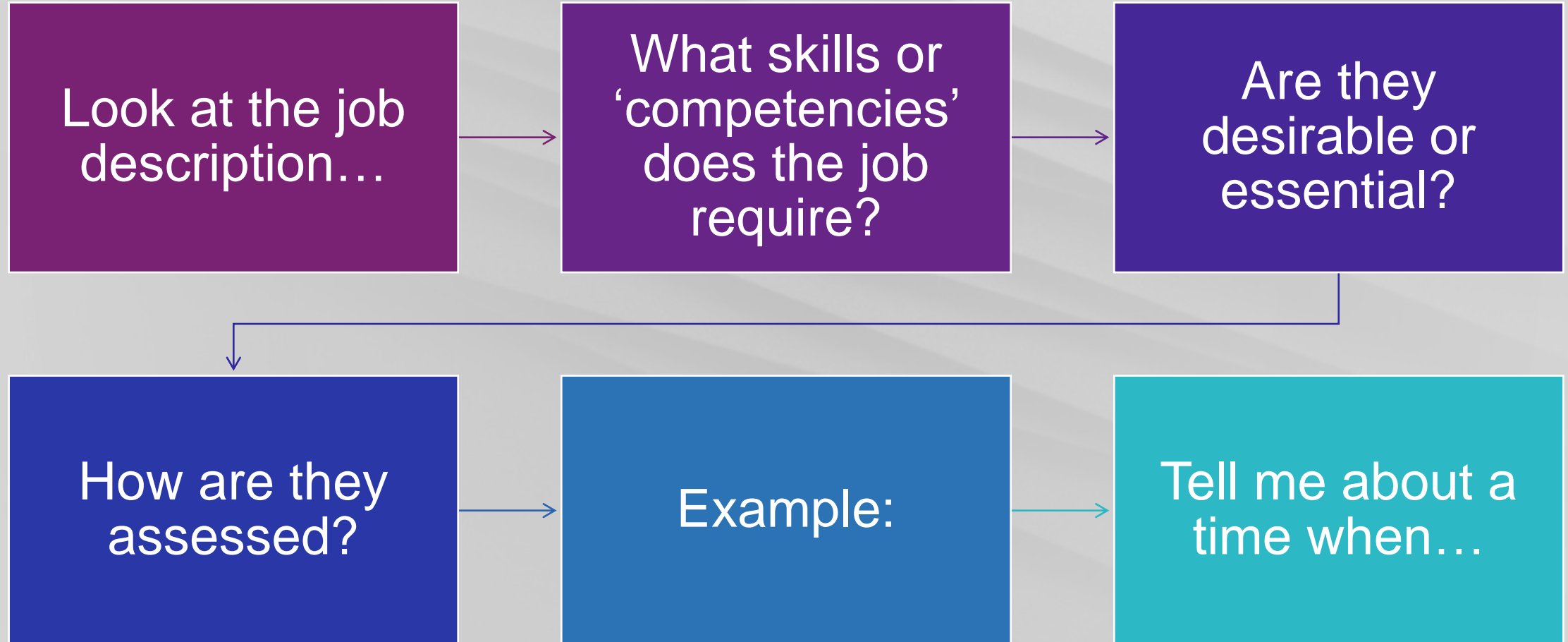
Which affect
the sector as
a whole?

What is the
company
doing about
this?



Careers and Enterprise

Competency



Strengths

What are strengths?

How do you identify yours?

Why does it matter to choose your strengths?



Scenario



Let's say you're working on a substantial project and the deadline is Thursday. You have lots to get done but have planned your time well to ensure you won't be late delivering it.



On Monday you arrive to work to an email that your colleague is off sick this week and you will need to pick up their project too, which has the end date of Wednesday.



How do you proceed?



What are they measuring?

-
- **STAR & Competencies.**
 - **Values.**
 - **Knowing your 'why'.**
 - **Commercial Awareness.**
 - **Confidence. (nerves)**



- **Situation** (20%)
- **Task** (10%)
- **Action** (50%)
- **Result** (20%)

STAR

- What makes a good STAR example?
- Specificity...



What if...



**I DON'T KNOW THE
ANSWER**



**I DON'T HAVE THE
PROFESSIONAL SKILL**

What about...


















**CURVEBALL
QUESTIONS?**

Follow-up

- Do you have any questions for us?
- Here's the time to use your commercial awareness and values research. What have you read?
- You may also wish to ask about the team dynamic in general or have a look online.
- What can you do in the mean-time to start with flying colours?
- What do they enjoy most about the role?
- **This is not the time for negotiations.**



Folders	Emails	Email Status
 Inbox		
 Documents	 From: S	Replied
 Organogram	 From: S	
 E-tray Instructions	 From: S Subject:	
 Exercise Background	 From: S Subject:	
 Finish Exercise:	 From: S Subject:	Replied
<input type="checkbox"/>	 From: S Subject:	
<input type="checkbox"/>	 From: S Subject:	
<input type="checkbox"/>	 From: S	

If you are sure, tick the checkbox above and then click the "Finish Exercise" icon above to finish.

Annotations:

- 1: Main page where all your emails are located.
- 2: Useful supporting documents are stored here.
- 3: Shows you who is who within the organisation.
- 4: Click here any time to see the instructions.
- 5: Useful background information.
- 7: When the time us up tick the box and click Finish Exercise.



Other tasks during interviews

- Presentations (SU Skills Award/Workshops).
- In-tray/e-tray exercises.
- Role-plays.

What next?

- **Shortlist.me**
- **Graduatesfirst**
- **Practice Interview Session (next week!)**
- **Ask for feedback!**

Techniques to feel more confident: focus on them

- Your task is to make the interviewer(s) feel comfortable.
- Make it as easy as possible for them to say yes.
- This is a conversation with your potential future colleague(s).
- This is about you and them only.
- Own the room as you enter.
- Be yourself!





Standing like a Superhero for as little as two minutes changes our testosterone and cortisol levels, increases our appetite for risk, causes us to perform better in job interviews, and generally configures our brains to cope well in stressful situations

IG | GeekStrong



Careers

QM Careers Hub

To receive vacancies and events,
complete your 'Profile' and...

Unlock your QM Careers Hub!



QR code to access QM Careers Hub

Articulating your status- Immigration


- **Ensure you understand your visa status.**
- **Attend sessions run by Advice and Counselling.**
- **Be confident with the employer about your skills and value. They are human too and might need help understanding.**
- **UKCISA website and helpline.**

Which questions are
you least confident
about?

What next?



Apply!



Come to see us for a
Practice Interview
session/slot.