

Mock Interview

Point of the Assignment: To give students personal experience in job interviewing through a mock interview.

For this assignment, you are going to engage in a mock interview with a classmate and critique it. **Pick your partner, get their contact information, and set a time to meet:**

Remember the following:

- Be sure to dress professionally as if this were a real interview.
- Practice your responses to the following questions before meeting with your partner.
- Use good interviewing skills during this practice (*i.e. no complaining about your boss, good eye contact, etc.*)

Engage in a Mock Interview:

Your partner will serve as your interviewer for your mock interview and will also critique your performance. Answer the following interview questions:

General Information

1. "So, tell me about yourself"
2. "Why did you leave your last job?"
3. "Why are you interested in this position?"
4. "What are your weaknesses? What are you doing to address them?"

Assessing Your Transferrable Skills through Behavioral Interview Questions

5. "Tell me about a time when you had to solve a problem at work, and how you handled it. What was the outcome of the situation?"
6. "Tell me about a time when you had a conflict with a co-worker. How did you resolve it?"

Handling Difficult Questions (*answer only one*)

Identify an interview question that you find personally difficult to answer. Prepare your response to that question and practice your response to yourself repeatedly so your response becomes automatic. Following are some examples. You may use another question if you wish:

1. Do you have any criminal convictions?
2. Your resume reveals a gap in employment. Why is that? What were you doing during that time?
3. You mentioned the reason you left your left job was because it was not a good fit. Tell me more about that.
4. Why did your former employer terminate you?
5. If you are hired, are you willing to give us your social media login names and passwords for background checks?
6. Other: _____

Handling Illegal Questions (*Use the textbook to help you know how to respond to these*)

Or: <http://jobsearch.about.com/od/interviewsnetworking/a/answer-illegal-questions.htm>

1. How old are you?
2. Are you married? How many kids do you have?

3. What is your religion, ethnicity, citizenship status, etc.? (Choose one to respond to)

Critique Your Performance

Identify what you did well during this interview

- 1. _____
- 2. _____
- 3. _____

Identify where you need to improve based on this interview

- 4. _____
- 5. _____
- 6. _____

Receive feedback from your partner

What did your partner say that you did well during this interview?

- 1. _____
- 2. _____
- 3. _____

What did your partner say is an area where you need to improve based on this interview?

- 4. _____
- 5. _____
- 6. _____

Set Goals Use the information from yours and your partner's critiques to identify how you can improve your interviewing skills.

- 7. _____
- 8. _____
- 9. _____

Test your understanding:

What is the main point of this assignment?

Why were you expected to do this exercise?

What type of person would need to do this exercise?

How well do you fit the profile of the person for whom this assignment was created?

Reflection: (Write down your response after completing this assignment.)

