

Interview Tips & Questions

Top 10 Interview Tips

As a new graduate searching for their first job or a novice practitioner looking to settle into the right work environment, making a notable impression with a potential employer is vital to success. The following are interviewing tips and sample interview questions to help job seekers more comfortable with this process.

1. **Be punctual.** Make sure you have accurate directions to the interview site; drive to the interview site the day before, if necessary. Be early, but not too early. Five to ten minutes early is adequate.
2. **Dress appropriately.** You never get a second chance to make a first impression! Opt for a neat, clean, well-groomed appearance.
3. **Bring copies of your resume.** Not all interviewers will have had access to your file prior to meeting you. Being prepared will show your potential employer you are serious about the task at hand.
4. **Ask questions.** Prepare two or three questions ahead of time. This will help the interviewer gauge your interest in the position.
5. **Research the company/institution you are interviewing with.** Have basic background knowledge of the employer and staff before you interview.
6. **Listen carefully to the questions being asked and take a moment to think about your response before you answer.** If you're unsure about a question, it is okay to ask for clarification.
7. **Use direct eye contact.** Eye contact shows sincerity, whereas lack of eye contact can demonstrate a lack of confidence.
8. **Stay calm.** Relax and take a deep breath before you answer questions.
9. **Use proper English.** Avoid slang and colloquial phrases. Remember, this is your only chance at a first impression.
10. **Send a thank you note.** A sincere, hand-written thank you note is much more personable than a standard email. It doesn't have to be super long, but it can go a long way in the mind of the employer.

References:

(1) Doyle, Alison. <http://jobsearch.about.com/cs/interviews/a/jobinterviewtip.htm>. Accessed 1/30/11.

(2) United States Bureau of Labor Statistics, www.bls.gov. Accessed 2/1/11.

Top 10 Interview Questions

The tough part about interviewing is answering those dreaded questions. You can overcome the mental fear and anxiety and prepare for the unexpected by practicing your answers. Reading through sample interview questions and generating appropriate responses can help you learn more about yourself as well. It also helps to practice with someone else.

1. **What are your career goals?** Discuss short-term and immediate goals and relate them to the company or institution you are interviewing with. Talk about growth and the experiences you want to gain.
2. **Are you a team player?** The obvious answer is yes. Provide specific examples regarding communication methods or understanding of roles to support your answer.
3. **What are your weaknesses?** Be honest; look at your professional characteristics, not personal. Turn a negative into a positive. Explain how you have recognized your weaknesses and how you are improving on them.
4. **Have you ever had a conflict with a co-worker or supervisor? How was it resolved?** This question is to assess how you work through conflicts and how you handle pressure. Focus on the resolution and what measures were implemented to prevent future issues.
5. **What qualities do you feel a successful practitioner should have?** Mention attributes that would qualify you for the particular job. Be specific and describe how those attributes contribute to completing duties as listed.

6. **Why should we hire you? What sets you apart from other candidates?** Discuss your experiences and skill set. Explain how it will benefit your new employer. Be mindful of the job description as well.
7. **Why did you leave (or why are you leaving) your job?** Whatever you say, don't speak badly about previous experiences. Focus on the future and what you want to gain in your next job.
8. **If I were to ask your professor/supervisor to describe you, what would they say?** This is another way to ask about your strengths. Highlight what you do well and reference examples from individuals you interacted with.
9. **Why do you want this job?** Be sincere and passionate with your answer. Show that you have researched the organization/institution and have an understanding of the job responsibilities.
10. **Tell me about yourself.** Easy question to begin interviews. This is your chance to share personal items of interest that were not included in your resume that may relate professional skills. Keep it low-key; don't disclose too much information.

References:

- (1) CollegeGrad.com. <https://collegegrad.com/jobsearch/mastering-the-interview/ten-tough-interview-questions-and-ten-great-answers>. Accessed 1/16/15.
 - (2) Doyle, Alison. <http://jobsearch.about.com/od/interviewquestionsanswers/a/top-10-interview-questions.htm>. Accessed 1/16/15.
 - (3) Martin, Carole. <http://career-advice.monster.com/job-interview/interview-questions/top-10-interview-questions-prep/article.aspx>. Accessed 1/16/15.
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Additional Resources

There are plenty of other questions that could be asked during a job interview. To prepare for an interview, you should review more tips and sample questions from the links below. Know that a delayed response or basic answer will display lack of confidence or unpreparedness.

NATA, Interview Tips: <http://www.nata.org/nata-news-blog/interviewing-tips-athletic-training-jobs>

About Careers, Interview Tips: <http://healthcareers.about.com/od/gettingthejob/bb/MedJobInterview.htm>

Monster, Interview Questions: <http://career-advice.monster.com/job-interview/interview-questions/100-potential-interview-questions/article.aspx>

Quintessential Careers, Q&A: http://www.quintcareers.com/interview_question_database/interview_questions_1.html

About Careers, Q&A: <http://jobsearch.about.com/od/interviewquestionsanswers/a/interviewquest.htm>