Career Management- CDEV8130/8131/8132

Assignment 3: Interview Preparation Self-Assessment

Academic Year 2023- 2024

Worth 10% of the final grade

# **Individual Assignment**

**Due:** This assignment is due by the end of module ten and is worth 10%.

 See Instructional Plan for exact due dates.

**Submit to:** Assignment **3** submission folder. Submission folders can be accessed by selecting **Course Tools** and then **Assignments** on the course navigation bar.

## **Description**

In module 10, you carried out the analysis of a job posting to predict interview questions and prepare written responses. This is a key component of interview preparation. This assignment asks you prepare predicted questions based on the same job posting you have been using and prepare responses using the STAR method. You will be assessing yourself in this assignment.

### **Rationale**

Preparing for interviews will improve your performance and confidence during an interview.

This assignment will evaluate the following course learning outcome:

5. Respond confidently and competently to a variety of interview questions using the corresponding interview response strategy.

## **Directions**

Complete the activities below and the included self-assessment rubric. You will be grading your performance on this assignment. Upload the completed word document to the assignment folder as one document. Ensure you have completed the self-assessment rubric before submitting.

## **How Your Assignment Will be Graded**

A rubric has been created and can be found in this assignment and attached to the submission folder. Submission folders can be accessed by selecting **Course Tools** and then **Assignments** on the course navigation bar.

**Late Policy -** The School of Interdisciplinary Studies Late Policy states that you will be deducted 10% per day for each day your assignment is late.  After 7 days, you will be assigned a 0% for the assignment. See the School of Interdisciplinary Studies Late Policy for further guidelines.

**IMPORTANT NOTICE: Artificial Intelligence (AI) Assessment Statements for Students**

Use of any form of generative artificial intelligence (AI) is strictly forbidden throughout all stages of this assessment, including brainstorming, idea generation, outline formation, etc. This includes your cover letter and resume.

Generative AI may include (but is not limited to) chatbots, coding tools and image/art generating tools, or other technologies that produce work for you. Using AI in any capacity throughout the assessment process will be in violation of Conestoga’s [Academic Offences](https://www-assets.conestogac.on.ca/documents/www/about/policies/academic-administration/academic-offences-policy.pdf) policy under the category of Unauthorized Aids and Assistance (Cheating) or Copying from Others or Self Copying. The consequence of this violation is that an academic offence will be filed, with the severity of the penalty dependent on previous offences. In cases where you are unsure if something is considered generative AI, always ask your professor before using.

**Module 10: Predicting Interview Questions, Preparing using the STAR Method**

Using your job posting from assignment 2 and following the example in module 10, complete the table below. In the section on FIT, include all information from the job posting that provides clues about company culture. In the section on COMPETENCE, include all information from the job posting that highlights key skills, experience, credentials, and training required for the position. Next identify the key words from the sections on FIT and COMPETENCE. Use these key words to predict interview questions.

Behavioural and situational questions will work best when responding using the STAR method.

Write a minimum of 4 predicted questions based on FIT, and a minimum of 4 predicted questions that assess candidate COMPETENCY requirements for the position.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Statement From the posting | KEY WORDS | Predicted Question |
| Fit | Ambitious, organized self-starter | Ambitious, organized, self-starter | 1. Can you provide an example of a time when you took the initiative to drive a project forward? |
|  | Excellent teammate | Excellent, teammate | 2. Describe a situation where you had to collaborate with a team to overcome a challenge. How did you contribute to the team's success? |
|  | Passion for innovation | Passion, innovation | 3. How do you stay updated with the latest trends and technologies in the field? |
|  | Professional presence | Professional | 4. Can you discuss a time when you had to represent your team or company in a professional setting? |
| Competence | Agile software development | Agile | 1. Describe your experience working in Agile teams. How do you ensure successful collaboration and iteration within the Agile framework? |
|  | Full stack Development | Full stack, Development | 2. Can you provide examples of projects where you've worked on both the front-end and back-end development? |
|  | Strong knowledge in programming languages (C#, Javascript, Python) | C#, Javascript, Python | 3. How do you decide which programming language to use for a particular project? Can you give examples of when you've utilized each of these languages effectively? |
|  | Proficiency in Design Patterns | Design Patterns | 4. Describe a complex problem you encountered during development. How did you apply design patterns to solve it effectively? |

**Preparing responses using the STAR Method**

Now that you’ve predicted some interview questions, take some time to think about how you would answer three of those questions predicted in the previous table. Write the question on the blank line and fill in your response in the table. Consider what an interviewer would need you to demonstrate in the response.

First Predicted Question: Can you provide an example of a time when you took initiative to drive a project forward?

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| --- | --- |
| Situation/Task | During my time as a Graduate Trainee at PMC Retail, I noticed inefficiencies in our backend processes, particularly in data fetching from SQL databases for our applications. Recognizing the potential for improvement, I proposed implementing a caching mechanism to reduce database load and improve overall performance. |
| Action(s) | I researched various caching strategies and presented my findings to the team, advocating for the adoption of a caching solution. I collaborated with senior developers to integrate caching into our applications, ensuring compatibility and scalability. |
| Results | The implementation of caching significantly reduced database queries, resulting in faster application response times and improved user experience. The initiative also demonstrated my proactive problem-solving approach and ability to drive positive change within the team. |
| What skills are demonstrated in my response? | Leadership, Problem-Solving, Collaboration |

Second Predicted Question: How do you decide which programming language to use for a particular project? Can you give examples of when you've utilized each of these languages effectively?

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| --- | --- |
| Situation/Task | When determining the most suitable programming language for a project, I carefully analyze various factors such as project requirements, existing infrastructure, scalability, and performance considerations. For instance, in a recent project at PMC Retail involving the development of a sales commission management system for WHSmith, we opted for .NET Core (MVC) for the backend due to its robustness and compatibility with the client's existing systems. This choice enabled seamless integration with WHSmith's backend processes and facilitated efficient data management and processing. On the frontend, we employed AngularJS to create a dynamic and intuitive user interface, providing WHSmith's sales representatives with an intuitive platform to track their commissions effectively. Additionally, in another project, I utilized Python for a data analysis tool, leveraging its extensive libraries and ease of use to perform complex data manipulations and generate actionable insights. |
| Action(s) | By carefully evaluating the unique requirements and constraints of each project, I ensure the selection of the most appropriate programming language and technology stack, thereby optimizing performance, scalability, and maintainability of the final solution. |
| Results | Through meticulous evaluation of project requirements and constraints, I strategically select the most appropriate programming language and technology stack. For instance, in developing a sales commission management system for WHSmith, we employed .NET Core (MVC) for the backend and AngularJS for the frontend, ensuring seamless integration and user-friendly interfaces. Similarly, utilizing Python for a data analysis tool enabled efficient data manipulation and insight generation. This approach optimizes performance, scalability, and maintainability of the final solutions, enhancing project success. |
| What skills are demonstrated in my response. | Technical Expertise, Decision Making, Strategic Thinking, Solution Optimization |

Third Predicted Question: Can you provide examples of projects where you've worked on both the front-end and back-end development?

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| --- | --- |
| Situation/Task | During my tenure at PMC Retail, I was involved in developing a website for sales commission management for WHSmith, a major client. In this project, I worked extensively on both the front-end and back-end development. On the back end, I utilized .NET Core (MVC) to build a robust and scalable application architecture. This involved designing database schemas, creating APIs for data retrieval and manipulation, and implementing authentication and authorization mechanisms for user access control. Simultaneously, on the front end, I leveraged AngularJS to develop interactive user interfaces, allowing sales representatives to easily input and track their commissions. I ensured seamless integration between the front-end and back-end components, optimizing performance and user experience. |
| Action(s) | Through collaborative efforts with the development team, we successfully delivered a fully functional sales commission management system that met the client's requirements and enhanced operational efficiency for WHSmith. My involvement in both front-end and back-end development showcases my versatility as a full-stack developer and my ability to contribute effectively to all aspects of a project. |
| Results | Collaboratively, we delivered a fully functional sales commission management system for WHSmith. Leveraging .NET Core (MVC) for the backend and AngularJS for the frontend, we ensured seamless integration and optimized performance. The system met client requirements, enhancing operational efficiency and showcasing my full-stack development capabilities. |
| What skills are demonstrated in my response? | Full-stack Development, Collaboration, Client Satisfaction |

**SELF-ASSESSMENT GRADING RUBRIC**

Now that you have completed the assignment, you will be grading yourself. Use the rubric below. Be sure to save the document before uploading it to the assignment folder.

**Select one** of the points associated with each criterion and place the grade in the column titled **POINTS**. The choice should be a true representation of your performance on this assignment.

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| **Criterion** | **Unacceptable** | **Developing** | **Acceptable (Pass)** | **Accomplished** | **Exceptional** | **POINTS** |
| **Fit and Competence** | **1 point**  I provided a weak analysis of the job posting, did not complete the task according to instructions, or did not complete the activity. | **2 points**  I provided a limited analysis of the job posting.  I had difficulty predicting questions or predicted questions unrelated to the job posting. | **3 points**  I provided a good analysis of the job posting to demonstrate my understanding of fit and competence.  I was able to predict some questions but missed key questions. | **4 points**  I provided a comprehensive analysis of the job posting to demonstrate my understanding of fit and competence.  I was able to predict interview questions targeted to the job posting based on most key words. | **5 points**  I provided an exceptional analysis of the job posting, including all of the key words that demonstrate fit and competence in the job posting.  I was able to predict interview question targeted to the job posting based on all of the key words identified. | Rate yourself out of 5 based on the choices provided:  4/5 |
| **Interview questions are framed and responded to using the STAR Method** | **1 point**  Selected interview questions are not framed using the STAR Method nor are they relevant to the job posting. | **2 points**  None of the interview questions are framed using the STAR Method but are still relevant to the job posting. | **3 points**  At least 1 of the interview questions are framed using the STAR Method, and questions which are not are still relevant to the job posting. | **4 points**  At least 2 interview questions are framed using the STAR Method, and questions which are not are still relevant to the job posting. | **5 points**  All Interview questions are framed using the STAR Method and are targeted to the job posting. | Rate yourself out of 5 based on the choices provided:  4.5/5 |
| **TOTAL** |  |  |  |  |  | Add the points together and put the total out of 10:  **8.5/10** |

**Overall Score**

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| --- | --- | --- | --- | --- |
| **Unacceptable**  0 points minimum | **Developing**  4 points minimum | **Acceptable**  6 points minimum | **Accomplished**  8 points minimum | **Exceptional**  10 points minimum |

NOTE: The self-assessment grade is subject to change by your instructor if it is not a true representation of your performance on this assignment.