

Student's Manual

Session 8 – Frequently Asked Questions during HR Interview Part 2

Duration - 2 hrs.

Date – 23 dec to 25 Dec 2023, Mon to Wed

Timing: 11am to 1pm & 2pm to 4pm

BACK GROUND TO THE WORKSHOP

As you prepare for your interview, you may be considering which questions the recruiter may ask you. While there's no particular way to know the FAQs, there are several popular interview questions you can expect to be asked.

Common Mistakes to Avoid (V.V. Important)

- Instead of understanding the objective behind the questions asked by the recruiter, candidates end up answering illogically
- They answer what is available from various internet sources. Therefore, it's recommended to understand the recruiter's mind and answer to the questions accordingly.
- Instantly answering without thinking
- Appearing the interview, without preparation. Without preparation, chances are very low to impress the recruiter

Hence, the Objectives of the workshop are:

- To ensure that students articulate well to make an impression and eventually to nail the interview
- To sound different than others to stand out in the crowd
- To not sound copied during interview

Instructions for the Facilitator

- Give the hand out to the students in the group
- Referring to the guidelines and sample answer to each question, they will frame their own answers to all the questions without copying the model answers as mentioned on the hand out.
- The facilitator then needs to check each and everyone's copy quickly and swiftly as soon as they finish drafting the answers
- Please ensure you cover maximum students' task then and there, and also tell them to share with friends who have not attended the sessions. This will ease our efforts.

FREQUENTLY ASKED QUESTIONS

FAQ 1 to 10 have been discussed and covered in the previous sessions

1. Tell me something about yourself
2. What are your key strengths?
3. What are your weaknesses?
4. What are your hobbies and interests?
5. Biggest Achievement and biggest failure?
6. Why Engineering and Why this branch?
7. What do you know about my company?
8. Who is the ideal of your life?
9. Do you wish to pursue higher education?
10. Do you have any plans of your own start-up?

11. How long will you stay with us if hired?

Guidelines: Recruiters want to know if you are a long-term prospect / associate for the organization. Students sometimes respond to the question with a figure like two years minimum / after 3 years. Avoid quoting the number of years you wish to stay, instead, respond as if you are a long-term prospect and not really looking for a short stint in the organization.

12. Which is your dream company?

Guidelines: Recruiters want to know the ideal company as per the students. Students usually do not understand the question and quote the name of a particular company which is embarrassing and offensive to the other recruiter. Instead, answer that what kind of atmosphere you are looking for in your dream company like: opportunities, scopes to learn, upgrade and grow

13. What if you are not selected for this position?

Guidelines: Recruiters want to know how students handle failures and rejections. Many students end up answering that **They will look for another opportunity, they will ask feedback from the recruiter and so on, which are to be avoided.** Instead, answer as how will you learn from the mistakes and become a better version to do well in future interviews.

14. Why should we hire you?

Guidelines: As a fresher, refrain from committing to any expertise in any specific domain. So, this question is intended to understand what quality of yours will be helpful to our company the most. Quality of yours suits the organization, is the key to answer this. In case you don't know much about the company, quick learning ability, flexibility, team player etc. are few common qualities that will fit any organizational needs.

Sample Response: "I have had some internships and industry exposure. So being a fresher, it will still be easy for me to adapt to the new environment & technology. If hired I would certainly try to be a productive contributor to your company within any challenging team and would assist whenever my service is required".

15. Where do you see yourself 5 years from now?

Guidelines: This question intends to know, what are your career aspirations, how long would you be committed to the organization; is there any immediate plans for you to move on etc. Avoid mentioning any particular position you wish to reach in 5 years, instead share your immediate action plan and a tentative practical journey of 5 years

Sample Response: "As a fresher, I am assuming by first five years will be a huge learning curve. I want to absorb much of the industry knowledge and also to sharpen my technical abilities. In next five years I see myself playing various roles in the team from a developer to leading a team."

16. Are you ready to relocate?

Guidelines: Recruiters ask this question to know whether you are ready to go out of your comfort zone and work. If you slightly hesitate to sound YES or if you sound negative, it may risk your selection. You must remember, Companies will never adjust as per your comfort, it will be advised to check different locations of the company and then appear for the interview. After selection, saying NO, will spoil your as well as university's image. It's simple, you need to move as per the company's. The ideal way of answering is to Say YES enthusiastically with a convincing response.

Sample Response: "I am absolutely open to relocating for the right opportunity. In fact, I am looking to take on more responsibilities and challenges, and I believe this position is the perfect opportunity for me to do so."

17. What if you are not selected for this position?

Guidelines: This Question is intended to extract the hidden plans from you in case if you are not selected. Avoid answering: I SHALL APPEAR FOR ANOTHER ONE | I SHALL GO FOR MY HIGHER STUDIES and so on. The key to these questions is to be answer positively that you will prepare harder next time by working on your areas of improvement.

Sample Response: First thing to say, I came here to give my best, haven't really thought of anything about what to do if not selected. So, I take this as a positive learning curve and ensure I come back stronger the next time round.

18. Do You have any Questions?

Guidelines: MOST IMPORTANT QUESTION!! Never ever, go into an interview without preparing to ask any question. Always keep a question handy. This is your opportunity to voice any of your concern regarding the job profile, company profile, location, timing etc; if not already covered in Pre-Placement talks. Avoid asking about the result of the interview or your performance feedback. If you really do not have any questions, ask some general questions relevant to higher education opportunity, new learning opportunities, and any leadership opportunities.

INDIVIDUAL TASK – Instruct the students to draft the answers on their notebook for all the above 8 questions as per the guidelines mentioned. Answer should be self-written and must sound natural, instead of borrowed answers from internet sources. The Facilitator needs to ensure that all the students draft their answers and get those evaluated and corrected by him/her. The Facilitators should reach out to each and every student and ensure that they all have written 10 questions.

NOTE : The Facilitators can discuss some more relevant questions as per the students requirement.