**Interview Key Points**

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**About Me**

* Organized
* Attention to Detail
* Eager to Learn
* Want to support the goals of the Graduate Program

**Key Points**

* Why Me
  + Graduate background, data analysis both sides academic and support, understanding of graduate school from student perspective (MS, MBA)
  + Ability to network and gain help when needed or to work independently
* Tasks above and beyond
  + Reorganized staff drive (staff)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Old** | **New** | **Reduction** |
| **Files** | 2,191 | 256 | 12% |
| **Folders** | 434 | 36 | 8% |
| **Size** | 503 | 135 | 26% |

* + New computer
* CDC transition and analysis of 5 years of student and financial data
  + Present Career Fair Reports

**Why I like this Role**

* I was looking at strategic plan and data analysis and I love doing this.
* I am impressed by the clear and concise understanding of data, I love this

**5 Year plan**

* Improve communication among the Graduate School, graduate students and graduate faculty
* Increase GTA for ECampus

**There Questions**

Why this role

1. Enjoy Academia
2. Loved working in Kerr Admin and Student Life/Student Support
3. Want to support other grad students
4. Love data and feel my background would really allow me to excel and contribute

Why Graduate School

Why OSU

1. Advancing the Science of Sustainable Earth Ecosystems
2. Improving Human Health and Wellness
3. Promoting Economic Growth and Social Progress

**Questions**

1. What is the day to day like
2. Does this role related to 5 year strategic plan begun in 2012
3. Deliver annual data profiles to all graduate programs
   1. Is this standardized
   2. What is the delivery method (web, pdf, email, meeting)
4. Hiring process and timeline
5. What is the relationship with the IT Staff
   1. What role does IT play
6. What are your roles within the graduate program?
7. May I send example of Career Fair Report
8. Current Projects
9. How does what you do interact with other departments
10. As you come to end of 5 year agenda will this position support analysis of program success