

# Interviewing & Resume Skills

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# Welcome!

Workshop Overview

How to get the interview (hint: you need a great resume!)

Types of Interviews to mentally prepare for

Let's talk about the Resume

Now let's really prepare for the interview!

A little interactive activity

Some great resources

# Get the Interview

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01

TAILOR YOUR  
RESUME TO THE  
JOB DESCRIPTION

02

INCLUDE RELEVANT  
CERTIFICATIONS  
(E.G., AWS, GITHUB  
PROJECTS)

03

FOLLOW UP WITH  
HR VIA LINKEDIN  
OR EMAIL

04

EXPRESS  
ENTHUSIASM AND  
INTEREST IN THE  
ROLE

# Types of Interviews



Phone Screen



Technical Interview (Coding Challenges)



Behavioral Interview



Panel Interview



Virtual Interview (Zoom/Teams)

# Resume Tips for Tech Roles

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Include GitHub, LinkedIn, and portfolio links

Highlight tech stack (e.g., React, Node.js, Python)

Use keywords from job postings

Quantify achievements (e.g., 'Improved load time by 30%')



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“I didn’t lie on my resume. I just created a more exciting version of myself.”

-Said by everyone, at some point

# Writing a Personal Statement



Summarize your  
career goals and  
strengths



Mention your tech  
stack and  
certifications



Keep it concise and  
tailored to the job

# Education & Certifications

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List degrees and relevant coursework

Include AWS, Google IT, or other tech certifications

Mention bootcamps or online courses (e.g., Coursera, Udemy)





Use bullet points to  
describe responsibilities



Highlight tech projects and  
teamwork



Include freelance or open-  
source contributions

# Work & Volunteer Experience

## Skills & Hobbies



Technical: JavaScript, Python, AWS, Docker, Git



Soft Skills:  
Communication,  
Problem-solving,  
Teamwork



Hobbies: Coding challenges, Hackathons, Blogging

# Cover Letter Tips

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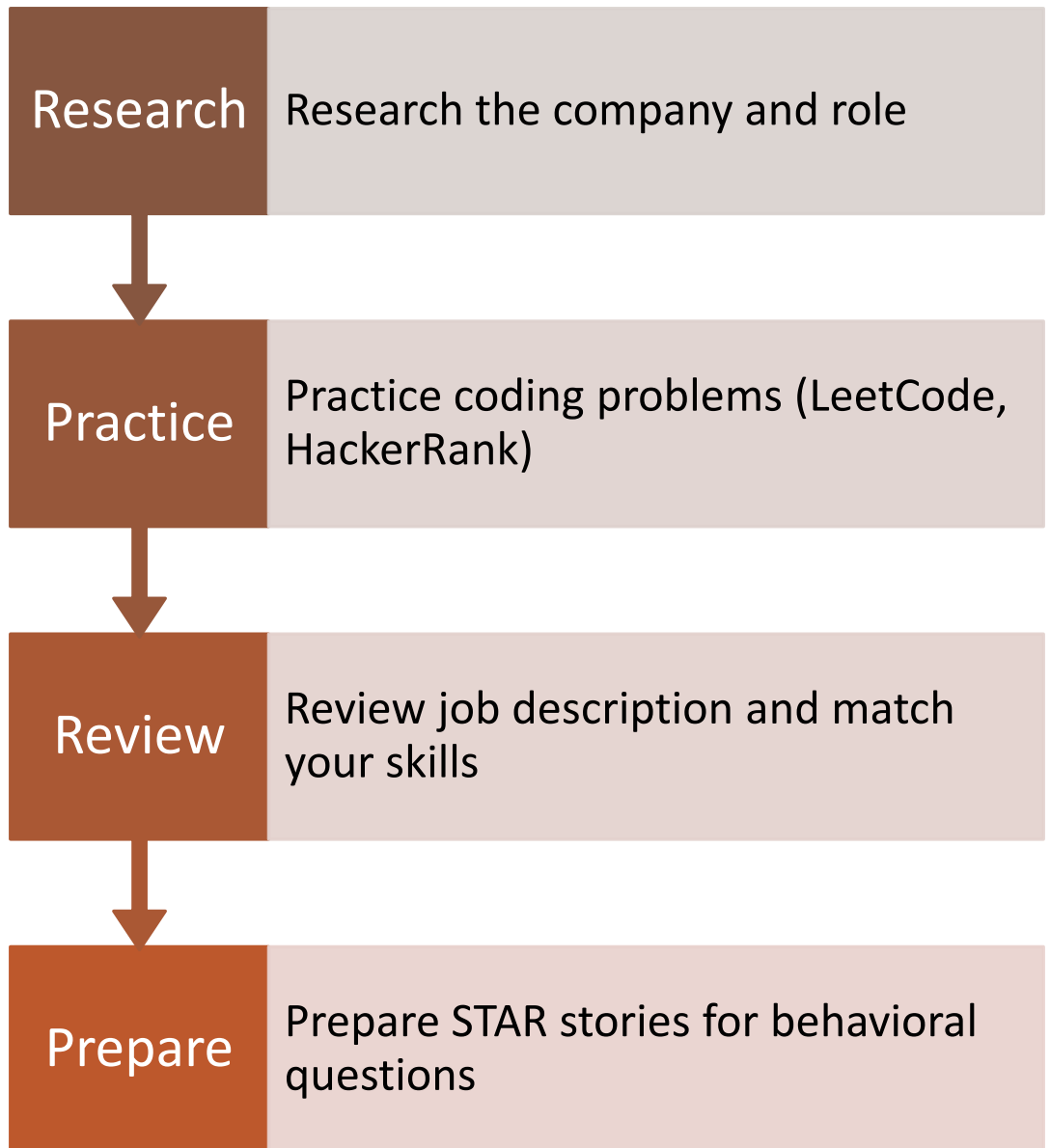
Customize for each job

Mention why you're excited about the company

Highlight key achievements and certifications

Keep it to one page

# Preparing for Interviews



# STAR Method for Behavioral Questions

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S - Situation: Set the context



T - Task: What was the challenge?



A - Action: What did you do?



R - Result: What was the outcome?

# Common Interview Questions



Tell me about a time you solved a technical problem



How do you handle tight deadlines?



Describe a project you're proud of



What are your strengths and areas for growth?

# Interactive Activity: Roleplay

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Break-out Room! 20 minutes

Pair up: One interviewer, one candidate

Practice answering a technical and behavioral question

Switch roles and repeat

Share feedback with your partner

**“Can you explain a project where you applied technical skills to solve a real-world problem?”**

**“Tell me about a time you worked on a team and had to resolve a disagreement.”**

## Zoom Interview Tips

**Test**

Test your tech setup beforehand



**Use**

Use a clean, professional background



**Dress**

Dress appropriately



**Keep**

Keep notes nearby for reference





# Thank You Notes

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Send within 24 hours of the interview

Mention something specific from the conversation

Reaffirm your interest in the role

Keep it short and professional

# Resources

[Dress for Success](#)

[Bottomless Closet](#)

[Resume and Cover Letter Guide – QCC](#)

[Resume and Cover Letter Guide - Baruch](#)

[Department of Labor Workshops](#)

[Department of Labor Resumes, Cover Letters  
and Job Applications](#)

# THANK YOU FOR ATTENDING!

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Please complete this brief survey:

<https://forms.office.com/r/sipxP7whbW>

You will receive a Credly badge for your participation in the workshop and for completing the survey!

Follow us on LinkedIn:

<https://www.linkedin.com/company/strengthening-community-colleges/>

Follow us on Instagram: cuny\_scc

See you next time!!