

POWER.CODERS

Interviews workshop

Joëlle MARY

Bern, 5th October 2022

Program

The job interview :

1. Before
 2. During
 3. After
- Video

Powercoders program :

- Career day



1. Before

- A. Seek information !!! PLEASE !!!! look at the website
- B. Update your application file
- C. Address of the company
- D. Recruiter info
- E. Your e-reputation
- F. Your Look

A. Information :

Web ([Glassdoor](#), [Kununu](#)...), website company, social media

Your network

Go to the place

B. Your file :

Must be complete, take CV - cover letter - diplomas etc

C. Address of the company :

Time to go ?, where, Google maps...

D. Check the Recruiter :

Google, Company website, LinkedIn, Xing profile...

E. E-reputation :

Pictures, social media

F. Your Look :



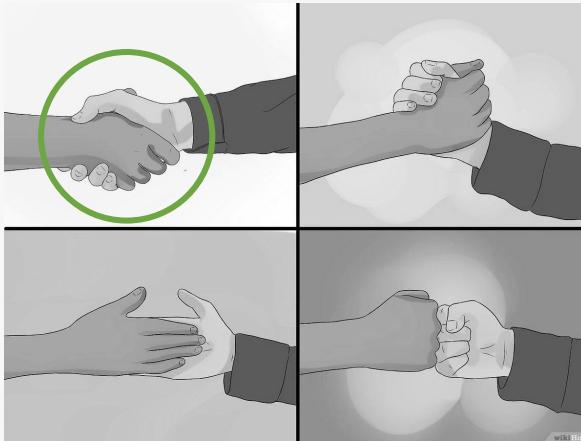
Depends on the company...

2. During - Pathway interview

- A. 1st impression is key
- B. Personal information
- C. Professional path
- D. Career objectives
- E. Typical questions from the recruiters
- F. Your questions
- G. Better not to ask during the first meeting

A. 1st impression is key

- Stand up to greet, Firm handshake (sanitary situation)
- Stand up straight / posture
- Don't forget to smile
- Eye Contact
- Wait until you're invited to sit down...



B. Personal information

- Your Introduction - **max 1 min**
- It's your Icebreaker with the recruiter
- Prepare it !
- Who are you (age, where you live...),
- Your background
- Where do you come from ?
- Since when are you in CH ?
- Hobbies, special interest, extra professional activities



C. Professional path

- Keep it Short and Relevant - **max 3 min**
- Don't read your CV - give additional details
- Focus on your experience and know-how
related to the position
- Give practical examples
- Show the positive aspects of your personality
(in connection with the position)



D. Career objectives

Show your **motivation** and willingness to invest yourself in the company - **max 1 min**

Ask yourself :

- Why would you like to work in this field, for this company ?
- What motivates you in the position ?
- What is your added value to the team ? what are your objectives ?

For the employer, it is important to know that the candidate can evolve within the function, thus ensuring a longer-term investment.

Elevator Pitch

1. Who are you ? - give your name
2. Little background - studies, current job...
3. Explain, provide context - for ex, the school where I studied is well known for...
4. Make the connection - why do you want that the person listen to you ?
5. Ask - a clear question
6. Close out of the conversation

35 sec - 120 sec, let's do it ;)

Elevator pitch : [EN](#), [FR](#)



E. Typical questions - from recruiters

- **What are your strengths ?**
2-3 strengths in mind with examples
- **What is your potential for improvement ?**
Show that you know it and work on it.

Don't say for example "I am impatient" but - In situation where there is a deadline to be met, I tend to want things to be done quickly and efficiently and in these situations I have tended consistently update myself on the status of my co-workers duties. This has made me appear to be impatient in front of others.

Explain the **context**, so it shows it's not a repetitive things but only on certain moment.

Explain how you **improve** it : I 've implemented weekly meetings where everyone comes to the table with their updates so I will not ask constantly for updates.

E2. Typical questions - from recruiters

- **Why should we choose you ?**

Focus on you - summarize main arguments in your favor

Do you have special skills , your personality - soft- mad skills can make the difference

- **What are the tasks you don't like to do ?**

Stay vague

Example : repetitive tasks - you know it is part of the game and if there is a good balance, you will always do it with pleasure...

- **How long do you plan to stay in the company?**

Stay vague. Instead, describe the conditions that make you feel comfortable and enthusiastic about this position.

Soft & Hard Skills game

SOFT SKILLS

- Communication. ...
- Organization. ...
- Teamwork Skills. ...
- Punctuality. ...
- Critical Thinking. ...
- Social Skills. ...
- Creativity. ...
- Empathy. ...
- Adaptability. ...
- Friendly personality. ...

HARD SKILLS

- Computer skills.
- Technical skills. ...
- Management skills. ...
- Marketing Skills. ...
- Analytical skills. ...
- Writing, typing skills. ...
- Design skills. ...
- Accounting skills.

MAD SKILLS

- A high level or high investment in artistic, sporting or cultural field...
- Guitar playing
- TikTok videos
- Volunteering (specific project)
- Sport (determination, teamspirit...)

E3. Typical questions - from recruiters

These are typical questions, with personal answers, **prepare them in advance** ...to answer easily !

- How do you imagine our working environment ?
- What do you expect from your employer ?

The answer to this type of question is very personal, just think about it and remember to always remain calm, factual and sincere.

- What is your professional background ?
- What did you like on our website, a project ?
- Why are you interested in this position? In this company ?
- What is your greatest achievement ?
- What did you fail and why ? lessons learned ...

E4. Typical questions - from recruiters

- Which team member are you ?
- Do you prefer to work alone or in team ?
- What do your friends like/criticize about you ?
- What would you like to change about yourself ?
- What would you like to learn in the next three years and why ?

F. Your questions

ALWAYS prepare **questions !**

- It shows your interest
- Why the position is free ?
- How is the integration period going ?
- What are your expectations ? job, candidate's skills ?
- How many persons are working in the team ?
- What projects I'm going to work on ?
- What are the next steps in the recruitment process ?



3. AFTER

If the interview went well, send an email :

To confirm your motivation

Let the recruiter know that you have understood his expectations and that you are interested

- Provide additional information
- Be available per email or phone
- If you don't hear from days after the interview, write an email (4-5 days...) and stay **polite**
- If you are not hired - NOT DEFEAT !



Some traps to avoid - difficult questions

If you can't answer a question - **DON'T PANIC**

Answer honestly, **be calm**

Don't do negative judgements about another person

- Take the time to think

"This is a very interesting question, may I have a few seconds to think about it ?"

"Say I don't know" or "I didn't do it"

The recruiter wants to realize your ability to cope with stress...

- How do you deal with criticism ?
- What are the three great qualities you lack ?
- Did a book influence your path ?
- What's the biggest madness you've ever committed ?
- What did you do between... and... ?

Some traps to avoid - difficult questions

How do you deal with criticism ?

Explain that constructive criticism is always useful, even if "it can be a bit unpleasant in some cases"

Did a book influence your path ?

Don't say "No idea, I don't have time to read" or "I only read comic books"

What's the biggest madness you've ever committed ?

The purpose of this question is to define how creative you are and whether you are able to think out of the box

What did you do between... and... ?

Stay calm, you are invited to the interview so don't worry...

Try to provide positive explanations : looking for work, deepen your knowledge of a language or IT knowledge, period of reorientation, taking care of children - a parent, travelling...

STAR method

Situation

Task

Action

Result / Reflection

Describe a **situation** where you...

...took over ownership of a project?
...had a conflict in the team?

What were your **tasks** in that situation?

Which **responsibility** did you take over in that situation?

What were your **actions**?

What did you do?

What was the **result** of your actions?

What would you do differently if you would have the same situation again (**reflection**)?

Candidate can answer in "we" or "I"

Candidate must answer in "I"

Forbidden Questions from

Family

- Are you pregnant ?
- Do you plan to have children ?

Alternatives

- Where do you plan to be in X years ?

Personal

- What is your religion ?
- Do you have a criminal record ?
- What do you earn today ?

- What is your salary expectation for this position ?

Health

- Were you often sick the last year ?
- Do you have allergies, chronic sickness etc ?

- What do you do on weekends, what are your hobbies ?

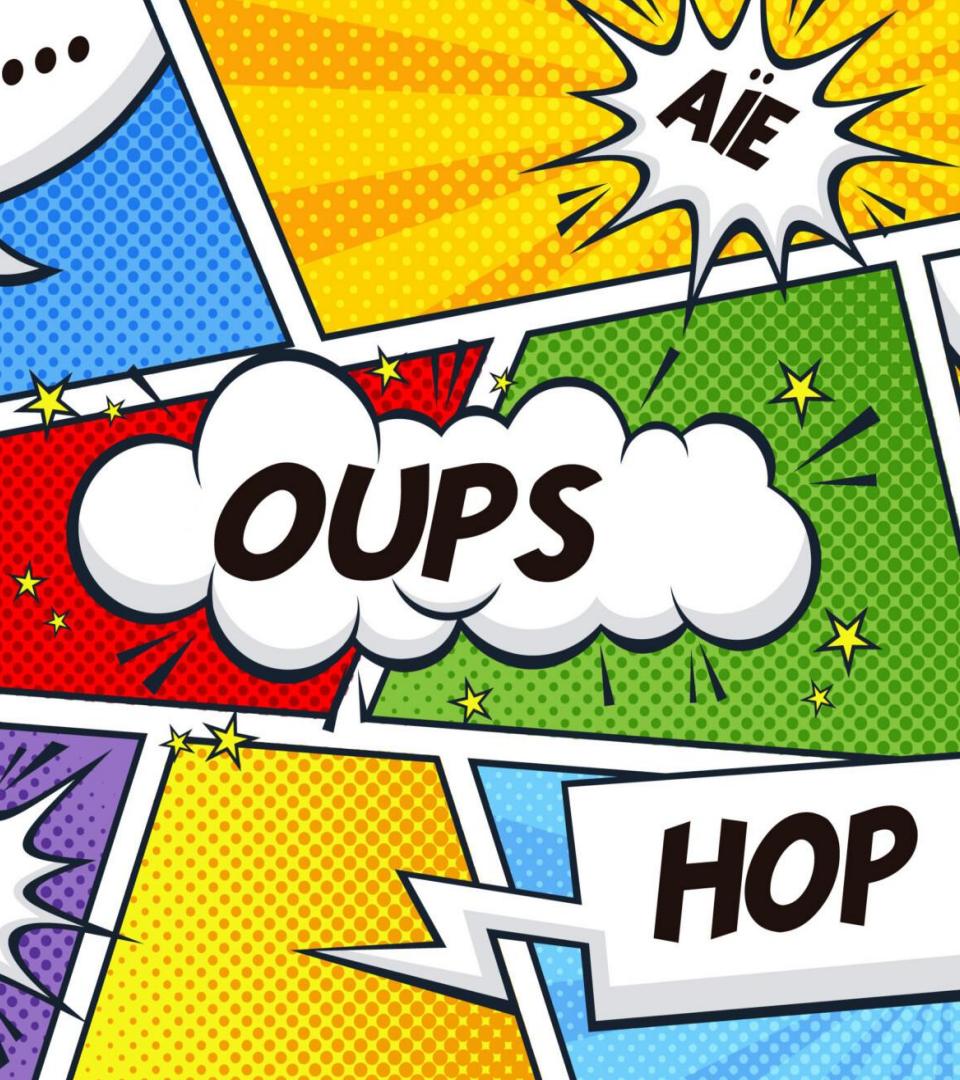
Don't forget, you have the right NOT to answer these questions or to lie.

Better not to ask during the 1st interview

- Salary
- Holidays
- Work schedules
- Parking
- Expenses reimbursement

Wait until we explain it to you or for the 2nd/3rd round

Salary : have a salary range, with +/-
Talk in gross annual salary: example CHF 75'000.-
(x12/x13), [Salarium](#)



Reminders

- Be on time - even per visio-conference
- Suit up in accordance with the company, don't drink a coffee just before or smoke
- Don't overdo it : clean-fresh, no need huge make-up / tons of perfume
- Talk in "I" not in "we", "they"...
- **Attitude !**
 - Stay professional
 - Maintain **eye** contact
 - Keep your **hands** on the table
 - Don't play with a pen
 - Switch off your mobile phone

Take with you your printed application file / list of questions / pen-notebook / contact details of the person you meet, the job description

Interviews per video

It will not replace the face to face interview, it's a complement !

Live Video Interview

- All tips for the face to face interview are still valid...
- You don't need to travel - especially for abroad candidates

Advantages for recorded Video:

- You can record video when you want - best time & energy
- When all CVs or cover letters looks the same it is an advantage to distinguish oneself



Interviews per video

Tips to introduce yourself on your best day :

1. Prepare memory aids : seek for info about company - prepare typical questions
2. Test the technique : are you in the screen, where are your eyes, fix the camera and not the screen
3. Test the link for the connection, do you have tools: Skype, Zoom, Google meet etc...
4. The light : Do you need additional light ? If yes, place it behind the camera or beside. Check that you are well lit.
5. Is your background neutral, are you in a calm place ? kids, pets
6. Slow down : stress = talk too fast and higher - speak slowly, loudly, clearly.
7. No smartphone
8. Familiarize yourself with the camera : try to be natural, practice with a friend
9. If tech problem, you know how to react

SMILE ;) at least when you say hello and goodbye !

Career days - at Powercoders

- Face to face (or visio-conference)
- Make a good first impression during the interview, recruiters must want to see you again
- Short-Straight to the point
- Short sentences, how you communicate is important
- Show your motivation
- Focus on what you can bring to the position-company
- Check body language

Personal info **30 sec - 1 min**

Career path **2 min**

Objectives **1 min**

Questions : prepare 2-3 questions in relation with the company-position-team

SMILE AND BE MOTIVATED !!!

Videos examples

Body language

Interview per Video

A video for fun

What You Actually Want to Say During a Job Interview

Typical Interview questions to train

What to follow...

Twitter

GitHub: [explore](#): receive newsletter with news, monitoring

Open source:

- Great door to enter
- To begin, offer to translate tools you like in your language
- Important is **to contribute** ! and nice points for the interview discussion ;)
- Help you to progress

LinkedIn:

- Good profile and maintain it



Questions

Thank you :)

Other question

Why are you leaving this job ?

- Answer honestly, don't do negative judgements about another person
- Don't speak from a specific person
- Stay vague, and focus on your personal development

Technicals Questions examples:

- You're developing a web page, you think you've done everything right but a field doesn't appear as expected. It doesn't work well. What are you doing ?
- What is a variable ?
- What is a loop ?
- What is HTML ?
- What is CSS ?
- What is Javascript, Django ?
- What is an MVC framework (MVC for Model/View/Controller) ?
- What's a database, and what database do you know ?

Technical Questions examples:

- What is your favourite programming language and its advantages and disadvantages ?
- What do you think of microservice architecture?
- Where would you host a django/php/static website?
- Do you think it's better to have a fast/performant website or a beautiful website/app? and How do you think it impacts SE (Search Engine) results?
- What steps would you add to make a website perform better in SEO? or for blind people?
- How would you manage translations in websites?