# Career Services Assignment 4 – Soft Skill Interview Prep

**Points possible:** 50

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| Category | Criteria | % of Grade |
| Completeness | All requirements of the assignment are complete. | 50 |
| Quality | Answers show thought, proper grammar, and would be acceptable in most interview situations. | 50 |

**Instructions:** Find a job post online for a role and company you would like to apply for. Answer the following questions as if you were being interviewed for the job. Research the STAR method of answering behavioral interview questions and where applicable, utilize the STAR method in answering the below questions.

**How did you hear about this position?** (Make sure you remember where you heard about the role so it doesn’t look like you are just applying randomly to every position possible.)

I have been actively looking for job opportunities on job boards, careers website, while searching jobs on LinkedIn and that is how I first saw this opening.

**What do you know about the company?** (Research the company, website, products/services, and reviews. Talk about good reviews that make you want to join.)

I read on your website that you are one of the top companies in the US and you serve more than 50 Fortune 500 companies including some of the biggest tech companies like Apple and Microsoft.

I also read a recent article that mentioned you are expanding.

**Why do you want this job?** (Be very specific. Talk about what appeals to you about the role but focus more on the value you’ll add to the team and company rather than what the company will do for you.)

Working for you would give me more opportunities to build on my experience and skills in Front End Developing based upon what I have read about your company. I have read your company provides additional opportunities and promotes from within.

**Why should we hire you?** (Be very specific. Talk about your skills, passion, and willingness to continuously learn to be an asset.)

I have over 30 years of experience in the IT industry. I also have many soft skills like organization, conflict resolution, and good communication skills.

**What is your greatest professional achievement?** (STAR)

Biggest professional achievement was assembling and organizing a cycling race team that had inexperienced riders. In year one, we won two state titles. At the end of the third year, we had 8 out of 10 state titles. One of them was the Pro-Am one-day event. The team finished first, second and fourth place at this national event. This had never been done before.

**Describe a difficult work situation and how you overcame it.** (STAR. Never speak negatively about anyone else or any companies. Perhaps talk about change you experiences, as change is always difficult to overcome.)

I once had an employee that only wanted to work with certain customers. He would judge them as they walked on the door.

I noticed this and had a conversation with him explaining this was not the best practice and needed to meet everyone with an open mind.

Six months later his commission had doubled. When he left the company for a new job, he reminded me of that conversion we had and thanked me. He stated it changed many things for him.

**What are your goals for the future?** (Make sure you answer in a time bound manner and talk about how you are looking to learn as much as possible in your field.)

My long-term goals involve growing with the company where I can continue to learn, take on additional responsibilities and contribute as much as possible.

**Why are you leaving your last job?** (Don’t say anything negative. Mention growth, changing industries, etc.)

I'm looking for an opportunity to advance my career. I’ve worked at that organization for 7 years and wanted to experience a different environment to help me grow.

**What is your salary expectation?**

Current range for this job with my experience is 85,000 to 92,000. However, compensation isn’t the only thing that matters to me, and I’d love to learn more about the job, the company, and the work environment here. It is also mentioned in the job listing about benefits and medical insurance.