

LESSON 10.16 Handout

BONUS: Where do you see yourself in 5 years?

Interview Essentials

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Watch the corresponding training video and then open an online document or use a physical notebook to complete any exercises below. Or you can input your responses directly into the PDF.





Course Outline.

- 1. Introduction & Objectives
- 2. Preparation for an Interview
 - 2.1. Researching for an Interview
- 3. Interview Confidence
 - 3.1. Calming Nerves on the day
- 4. Mindset Shift: Don't 'Show Off', Demonstrate your Value
- 5. The Expert Approach
- 6. Types of Interview Questions
- 7. The Secret to Answering Any Interview Question
- 8. The STAR Interview Response Technique
 - 8.1. STAR Framework Example 1: "Tell me about how you worked effectively under pressure."
 - 8.2. STAR Framework Example 2: "Tell me about a time you showed initiative on the job."
- 9. When you don't have all the job requirements
 - 9.1. How I personally addressed this in an interview.
- 10. Most Common Interview Questions
 - 10.1. Tell me about yourself Dos and Don'ts.
 - 10.2. Tell me about yourself. Example 1
 - 10.3. Tell me about yourself. Example 2
 - 10.4. Tell me about yourself. Example 3
 - 10.5. Tell me about yourself. Example for a fresh graduate.
 - 10.6. What is your greatest Weakness? Dos and Don'ts

- 10.7. What is your greatest Weakness? Example 1
- 10.8. What is your greatest Weakness? Example 1
- 10.9. What is your greatest Weakness? Example 3
- 10.10. What is your greatest Strength? Dos and Don'ts.
- 10.11. What is your greatest Strength? Example 1
- 10.12. Why should we hire you?
- 10.13. Why should we hire you? Example 1
- 10.14. Why should we hire you? Example 2
- 10.15. Why should we hire you? Example for a fresh graduate.

11. How to address gaps in your employment timeline?

- 11.1. How to address gaps in your employment timeline. Examples.
- 12. Questions to ask at the end of an interview
- 13. Negotiating a Starting Salary
 - 13.1. How to dodge the "what's your current salary?" question.
 - 13.2. Making the first offer
 - 13.3. What to do if they come in with the first offer and low-ball
 - 13.4. Give a salary range, but never a number
 - 13.5. Go in with leverage
 - 13.6. Don't accept right away the 24 hour rule
 - 13.7. Make silence your best friend
 - 13.8. What to do if the final offer is too low
- 14. Following up after an interview
- 15. Closing & Good Luck

MOST GAMMON

Where do you see yourself in 5 years?

INTERVIEW QUESTIONS - BONUS

There are three parts to a great response:

- 1 SHARE WHAT YOU'LL BE DOING: Here you highlight the types of things you'll be doing, and break it down into two blocks, the first 1-2 years, and then the following 2-3 years.
- 2. DEMONSTRATE YOUR
 INTEREST & WHY: This is where
 you demonstrate that you're
 interested in the specific role and
 why that's the case. How does it
 align with your passions?
- 3. HIGHLIGHT YOUR LONG-TERM COMMITMENT TO THE COMPANY: Last you highlight that you're committed to the company.

When you're asked the question of "where do you see yourself in 5 years?" the interviewer / recruiter wants to determine how this role fits in with your career goals and aspirations, and importantly whether you're genuinely interested in this specific job. They don't expect you to know exactly where you'll be... no one can predict the future. It's more of an exercise in determining your longer-term career goals and whether you'll be a 'safe bet' based on how dedicated you are to the role and company (in short, making sure you're not a flight risk).

Things to avoid:

- X Avoid saying that you want to become CEO or take your Boss's job as this makes you sound 'too ambitious'.
- Avoid sharing that you want to be an entrepreneur and running your own business because this it totally unrelated to the job and makes you appear completely non-committed.
- X Avoid sharing a specific job title or mentioning promotions, and instead focus on the type of experiences and responsibilities you want to have.

Examples

"My focus for the next 1-2 years is to really understand the specifics of the role and to become a subject matter expert at [company name]. I really want to be focussed on building credibility and experience in the finance team and take on mentoring roles to support team members earlier in their careers. For the 2-3 years from there I want to further develop my skills and take on more responsibility. I see it as being a perfect fit for my passion which is around financial management and ensuring all teams are able to make informed financial decisions to drive faster decision making and better outcomes. This experience will be really important to my longer-term career goals of being a real well-rounded and experienced finance professional - I'm really interested in the industry. "In five years, I want to position myself as a go-to person in the company that others seek out because of my strategic approach to problem solving. For the first 1-2 years I would look to gain as much experience as possible with the role, understanding how to improve processes, align team goals to the overarching strategy and develop really positive stakeholder relationships build on trust. From there, the next 2-3 years would involve expanding my existing skillsets and taking more of a lead role on projects or initiatives. I've had some amazing mentors in the past so I'd really like to be able to provide this sort of guidance to anyone who might find value in it - I love giving back. I've been passionate about the industry since I started working in it two years ago so I'm excited to contribute to the company's longer-term goals and get more industry experience."



Here's a template you can print and use to practice:

PART	YOUR RESPONSE
I. SHARE WHAT YOU'LL BE DOING	
II. DEMONSTRATE YOUR INTEREST & WHY	
III. HIGHLIGHT YOUR LONG-TERM COMMITMENT TO THE COMPANY	

Notes: