

FOR DUDU <3

Quick Prep Checklist for you

- ✓ Have a clean, 1-minute self-intro ready
- ✓ Know which of the JD's tech he can talk about (JD - name HR)
- ✓ Be clear on salary expectation & location flexibility
- ✓ Prepare 2–3 smart questions for Jamie
- ✓ Test Zoom, camera, mic beforehand !!!

1-Minute Self-Introduction

(You don't need to read it word-for-word, just keep the flow in mind)

"Hi Jamie, thanks for reaching out and setting up this call.

I'm currently an IT Assistant at DNCUKAccounting, where I focus on delivering end-to-end support to more than 100+ users, developing and maintaining automotive scripts in Python and bash. Administering also the company's SQL database and its linux servers.

For example, on recent projects, I've worked extensively with Python FastAPI among Docker in a linux server environment to build a fast and reliable API AI service. Also successfully developed a Web Application from which the users can print papers from a website, the Wep App is based on flask and its made in Python hosted on a Raspberry Pi zero 4, project implemented also in the company that I work for to increase their productivity and printing capabilities.

I really enjoy solving complex solutions, being a bridge between users and the tech role, also to deliver easy to understand but solid documentation , and I'm now looking for a role where I can fulfill my career aspirations.

The salary range of 80-100k you mentioned aligns well with my expectations.

I'm excited to hear more about the position and see if my background is a good fit."

? Common Questions the recruiter might Ask

She'll probably cover:

- **Background:** "Can you walk me through your current role?"
- **Tech experience:** "Have you worked with *[Docker / APIs / Unity / IoT / etc.]*?"
- **Projects:** "Can you give me an example of something you've built or contributed to?"
- **Preferences:** "What kind of role are you ideally looking for?"
- **Logistics:**
 - Salary expectations (she already shared 80–100k, she'll check if that matches him).
 - Location / remote setup.
 - Notice period / when he could start.

⚠ Important: She shouldn't ask for sensitive info like **passport scans, banking details, or payments**. If she does → 🚩 **red flag**.

🎯 Answers to Tricky Questions

1. "Salary expectations?"

✅ **Confirm their range.** "The 80-100k range you mentioned sounds aligned. I'm comfortable there based on the overall package."

2. "When can you start?"

✅ **Be clear & realistic.** "I have a [X]-week notice period, so I could start around [Date]. I'm flexible to discuss."

3. "Why are you looking?"

✅ **Stay positive & forward-looking.** "I've learned a lot but I'm ready for a new challenge where I can grow my skills in [Area from JD]."

4. "Walk me through your background."

✅ **Past → Present → Future.** "Started in [X], currently at [Company] doing [Y]. Looking to now focus on [JD-related goal]."

5. "Experience with [Tech]?"

✓ **Have an example ready.** "Yes, I used it in [Project] to achieve [Result]." If limited experience: "Not directly, but I'm strong in [Related Tech] and a quick learner."

6. "What are you looking for?"

✓ **Connect to THIS role.** "A role where I can use my skills in [X] on impactful projects, much like this one seems to offer."

Answering Questions:

Use the **STAR** method (**Situation, Task, Action, Result**) naturally. This provides a clear structure that will likely be appreciated.

Her: "Tell me about your experience with Linux."

You:

- "In my previous role as a Technical Assistant (**Situation**),
- I was tasked with troubleshooting a server connectivity issue (**Task**).
- I used command-line tools like ping and firewall rules with ip tables (**Action**).
- This resolved the outage for the client within an hour (**Result**)."

Smart Questions You Can Ask JD

1. **About the client**

- "Which company is this role with?"
- "Is this a new role, or replacing someone?"

2. **About the process**

- "What does the interview process look like?"
- "Who would I be reporting to in this role?"

3. **About the job**

- "What are the key priorities for this role in the first 3–6 months?"
- "What's the team size / structure?"


4. About Propel's support / How you performed

- "Based on our conversation today, do you feel my background is a good fit for what you and the hiring manager are looking for?"
- "If I move forward, how will you support me in preparing for the client interviews?"

Signs of accepting you or not

Likes Him (Good Fit)

- **Engaged body language & tone:** She smiles, nods, asks follow-up questions.
- **Digs deeper:** Instead of just ticking boxes, she asks about specific projects or achievements.
- **Shares details about the client:** Company name, team size, interview steps → recruiters only do this if they see potential.
- **Talks about next steps:** "I'll put you forward to the client..." / "They're looking to move quickly, so I'll introduce you..."
- **Time flies:** The conversation goes past the scheduled slot because she's interested (15min).

 *Mirror her enthusiasm, ask smart questions about the client/company, and confirm interest:*

=> **"This sounds like a great match with my skills and goals. I'd be very interested in moving forward."**

Doesn't See a Fit (Not a Good Match)

- **Keeps it short:** Sticks to the script, no follow-ups, quick yes/no questions.
- **Vague answers:** "I'll keep your CV on file" or "We'll be in touch if something comes up."
- **Doesn't name the client company:** Avoids giving concrete details.
- **Ends early:** Wraps up after just a few minutes.
- **Little enthusiasm:** Flat tone, doesn't sound excited about his background.

 *Stay calm, thank her, and use it as a networking opportunity:*

=> **"I understand this role may not be the perfect match. Could you share what I could strengthen in my profile for future opportunities?"**

=> **"Are there other roles you're currently hiring for that might be a better fit?"**

=> **"Would you mind keeping me in mind for positions in [area of interest]?"**

🧠 Before leaving the call

“Thanks, Jamie. This has been really helpful. To make sure I’m on the same page, what are the next steps in the process from here, and what’s the general timeline?”

If she says, “We have a few more calls and we’ll be in touch,” you can politely ask for a slight refinement: “Okay, thanks. So, should I expect to hear something sometime next week?”