

Know Your Professional Guide

Professional Name: Wei Chun Tang

Major/Field of Study: Software Engineer

Use this guide to know how to conduct informational interviews with your professional.

Who is Your Professional?

Your Preparation

Company Name: Microsoft

Current Job Title/ Position: Software engineer

Current Location: Redmond, Washington, USA

Email Template to Schedule Interview:

Good afternoon Wei, I would love to connect with you to have the chance of having an informational interview of around 15 minutes. I would love to learn more about your job and how you got there.

Thank you
Regards, Martin Moraga

Scheduled Time for Interview:

Medium for Appointment:
(Zoom, phone, in-person)

Guide for Informational Interview

Do not ask for a job in the informational interview

Additional Companies/Professionals to Contact:

What two things did they mention that I should include in my 'thank you' note?

Follow-up Plan