COMPETENCY BASED ANSWER PREPARATION



FIRST THINGS FIRST	THINGS TO REMEMBER! Be honest!
I HAVE A COPY OF THE PERSON SPECIFICATION	Answers should take you 3-5 mins to talk through.
I HAVE FOUND OUT IT WILL BE COMPETENCY BASED OR A COMBINATION INTERIVEW	Try and mirror the terminology and language the company use. Use 'I' not 'we'.
I HAVE A COPY OF THE JOB DESCRIPTION	Rehearse them, record yourself and listen back!
COMPANY NAME AND JOB TITLE:-	LANGUAGE AND TERMINOLOGY THEY HAVE USED:-
BEHAVIOURS OUTLINED ON THE PERSON SPECIFICATION:-	

S-T-A-R TEMPLATE



BEHAVIOUR/COMPETENCY:	
SITUATION/SCENARIO:	
TASK/BUSINESS OBJECTIVE:	
ACTION VOLLD ACTIONS	
ACTION - YOUR ACTIONS:	
RESULT:	