

# Lecture 3

19 September 2022

15:12

For mid sem -

Write a resume and prepare a cover letter .

Few interview Question -

Unstructured interview-

Intending th questions on the basis of answers.

Group Interview -

All the candidates are interviewed in the group.

Questions

Open ended questions-

Close ended questions -

Yes or no question

Expect only yes or no .

Hypothetical question

Introduction?

What is the expected salary?

Why should we hire you?

Before interview preparation?

Prepare some expected questions

Decide the dress code before

Search about the company (info about innovation)

SWOT analysis

Tell me about yourself ? (prepare the answer and rehearse )

Assure that the venue is correct and correct room .

Prepare a checklist

Reach before hand

Not to say i did this in the introduction part .(I was given an opportunity to participate in the project .) Respect the interviewer.

Reply the letters / emails recieved from the company or organisation.