

Campus Interview Day!



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## How to prepare for a Behavioral Interview

- Recall recent situations that show favorable behaviors or actions. especially involving course work, work experience, leadership, teamwork, initiative, planning, and customer service.
- Prepare short descriptions of each situation; be ready to give details if asked.
- Be sure each story has a beginning, a middle and an end. Be ready to describe the situation, your actions, and the outcome.
- Be sure the outcome or result reflects positively on you (even if the result itself was not favorable).
- Be honest. Don't embellish or omit any part of the story.
- Be specific. Don't generalize about several events; give a detailed accounting of one event.

(From "How to Prepare for a Behavioral Interview," Career Development Guide, CASS Communications, Inc.)

## Typical Interview Timetable: the 30-Minute Breakdown:

- Five Minutes: Small talk
- Fifteen Minutes: Mutual discussion of your background and credentials as they relate to the needs of employer
- Five Minutes: Asks you for questions
- Five Minutes: Conclusion of interview

(Adapted from "What Happens During the Interview," Career Development Guide, CASS Communications, Inc.)

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#### M/F/D/V EEO/AA.

8B Tuesday, November 3, 1998

to market, "selling" the market's top professionals on working for Aerotek...then selling them on providing their services to our Fortune 500 clients.

Aerotek, a nationally recognized leader in

the contract services & consulting industries,

is actively recruiting a diverse community of

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