



Preparing for an Interview Worksheet

Your past behavior is an indicator of your future success. For that reason, many interviewers seek specific examples in their questions. These are called behavioral interviews. When asked behavioral interview questions, utilize the Problem, Action, Result (PAR) method to ensure you stay on point.

Examples of behavioral interview questions include: *Describe a time you worked with a team. Tell me about a time you dealt with a difficult customer. Give an example of a time you took initiative.* Practice answering these questions below. Your examples should come from a variety of experiences, including school, work, internships, or volunteering.

Problem	<p>Describe a specific problem or situation you faced - not a generalized description of what you have done in the past. Give enough detail for the interviewer to understand. This situation can be from a class project or assignment, a previous or current job, a volunteer experience or any relevant event.</p>
Action	<p>Describe the action you took, keeping the focus on you. Even if you are discussing a group project or effort, describe what you did - not the efforts of the team. Don't tell what you might do, tell what you did.</p>
Result	<p>What happened? How did the situation end? Was the problem fully resolved? What did you accomplish? What did you learn?</p>

Along with the PAR method, you should also be prepared to discuss your strengths and weaknesses.

Strengths	<p>Describe what went well because of your actions. Did you get the result you were aiming for? Did everything work as you had planned?</p>
Weaknesses	<p>If you had to do it again, what would you change to make it more successful for next time? What didn't go as you had planned? What went as you had planned but didn't end up working?</p>