PREPARING FOR AN INTERVIEW

CMU CAREER SERVICES:

Types of INTERVIEWS

- One-on-One
- Phone Interview
- Video Interview
- Pannel Interview
- Group Interview
- Meal Interview

Contact & CONNECT WITH US!

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What to Do: BEFORE THE INTERVIEW

- Research the company
  - Mission & Vision statements
  - Websites and social media pages
  - Organizational structure of the company
- Dress for success & for the industry!
  - Be sure to plan your interview attire before hand (different industries have different standards), and make sure that it is clean & ironed!
- Prepare for interview questions
- Come up with 3-5 questions for the Interview Committee

What to Do: DAY OF THE INTERVIEW

- Arrive a little early (~15 min.). It’s always better to be early than late.
- Bring a notepad & pen. Leave your cell phone behind!
- Greet everyone with a smile & handshake.
- Be yourself!
  - Be confident & enthusiastic; be positive!
- Maintain eye contact with the interviewers as you answer each question.
- Think about each question in a calm, organized manner. Ask for clarification if needed.

At the end of the interview:
- Ask your prepared questions if they were not addressed.
- Tell the interviewers thank you for their time & that you look forward to hearing from them soon.

YOU’VE GOT THIS!
ROCK YOUR INTERVIEW!