

# INTERVIEW TECHNIQUES – WORKSHOP 2

Internships, Practical and Industry Experience

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Careers Consultants – ANU Careers

Wednesday 19<sup>th</sup> October 2022



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**WELCOME - Gordon Marshall & Tempe Archer from ANU Careers**

**Workshop 2 – Interview Skills which will be helpful – Wednesday 19<sup>th</sup> October 2022**

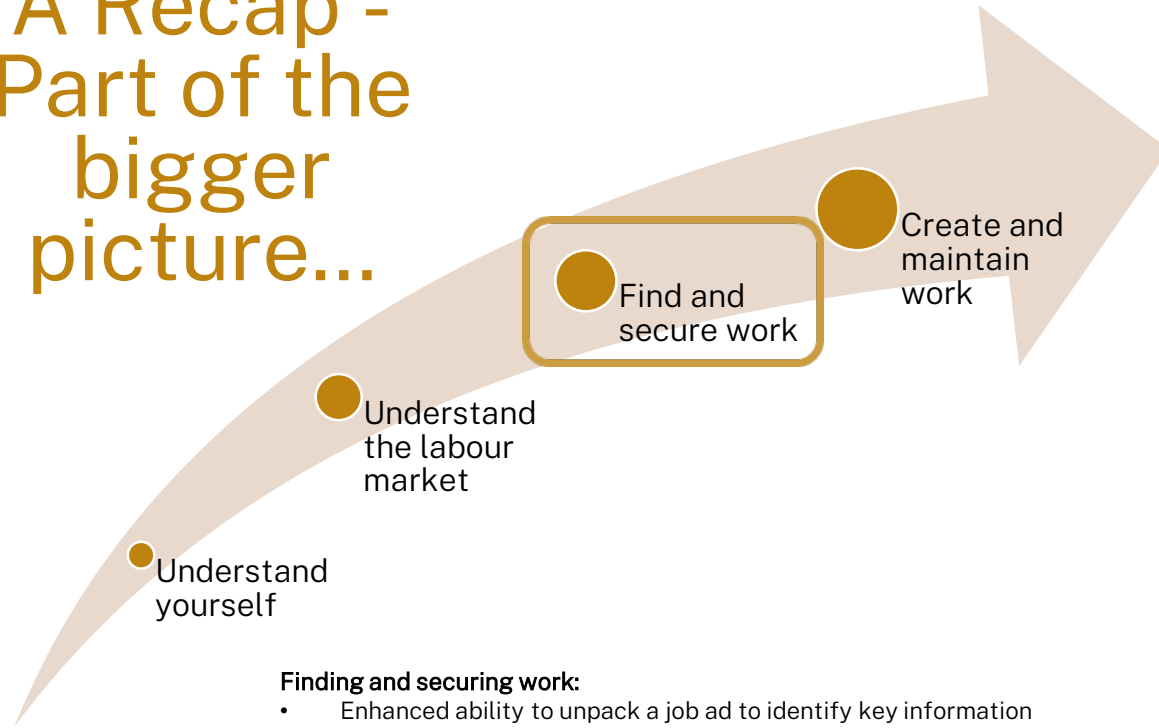
**Following this virtual workshop you will be able to:**

- **Increase your understanding what Australian employers look for when interviewing.**
- **Gain a better appreciation of key types of interview questions.**
- **Enhance your knowledge of how to use the STAR System for behavioural questions.**
- **Increase your knowledge of how to prepare for an interview.**



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# A Recap - Part of the bigger picture...



#### **Finding and securing work:**

- Enhanced ability to unpack a job ad to identify key information
- Increased understanding of the STAR approach to addressing selection criteria
- Opportunity to practice using STAR for an interview or application

# WHAT IS A JOB INTERVIEW?

A sales pitch about you for 30 to 45 minutes **that relates to the job advertisement**

A two-way conversation to determine cultural fit

An opportunity for you to determine if you want to work at this organisation/ with these people or the Manager.

Can you do the job?  
Will you do the job?  
Will you fit in?



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## ACTIVITY

*Top Interview Tips...* Please watch this short video:

Write down THREE KEY POINTS from this Video

<https://www.youtube.com/watch?v=HG68Ymazo18>

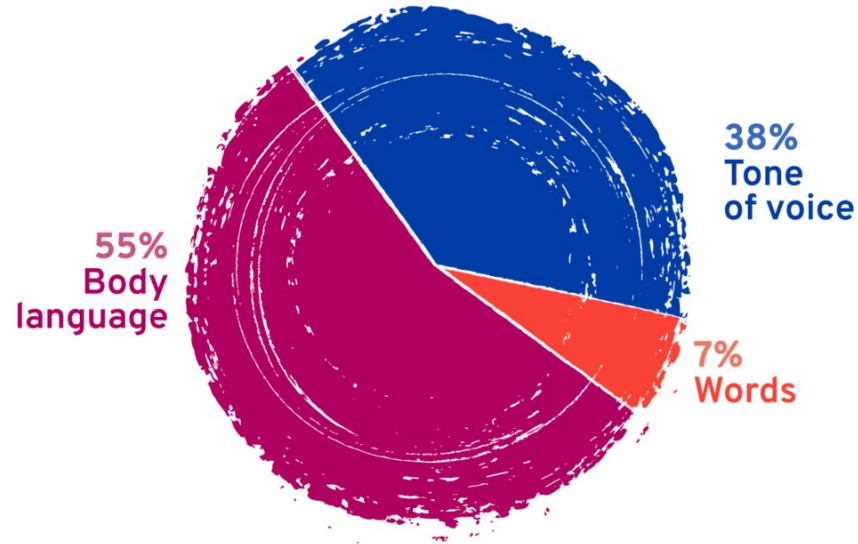
WRITE your comments into the CHAT BOX of ZOOM



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# It's not what you say ...

Albert Mehrabian's  
*Theory of Communication*



- a) Body Language
- b) Tone of Voice
- c) Words

*(So, what Strategies could you use? ...)*

# PREPARING FOR YOUR INTERVIEW

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## Identify your:

- Skills – Bubble Map
- Interests – RIASEC
- Values – Motivation at Work

(Using the Toolkit ...)



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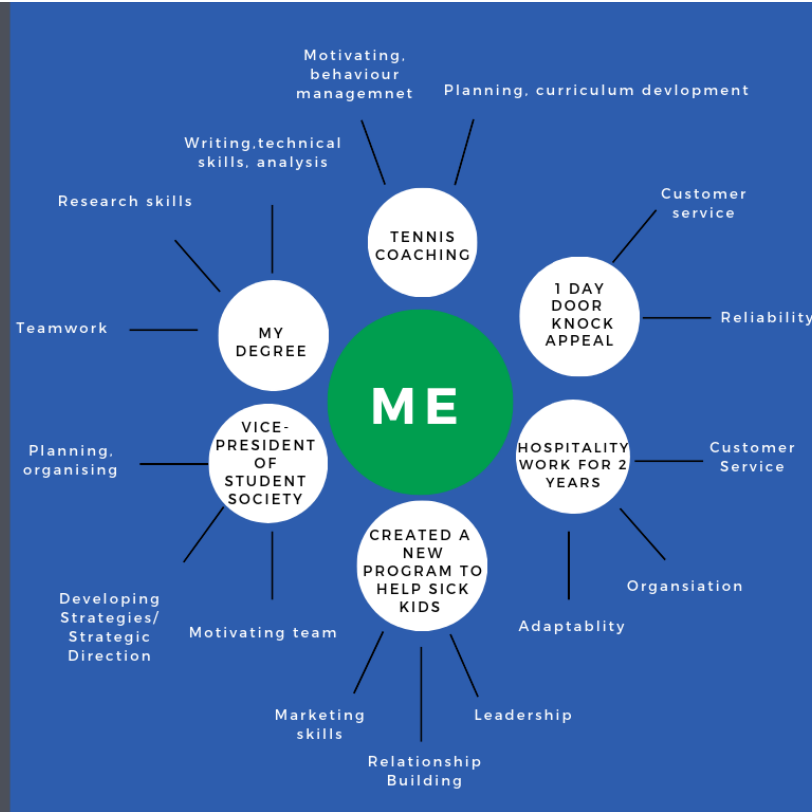
# What are my skills?

So who are you?

What are your skills?

## Employability

“Employability skills are those which support your ability to perform in the workplace, also known as transferable skills ... learned in one context which can be applied and further developed in other contexts and roles ... non technical skills, (Australian Chamber of Commerce)



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# TYPES OF INTERVIEW QUESTIONS ...

## General / motivation

- » Often icebreaker questions – “tell us about yourself” or “why did you apply for this role”

## Behavioural

- » “Tell us about a time when ...”
- » Be specific in your response – STAR
- » Choose your examples well – relevant to the role and level

## Hypothetical

- » “What would you do if...” question – these are scenarios
- » 5 steps: identify/analyse the problem, formulate a plan, implement the plan (showing awareness of potential issues), monitor, evaluate/learn.

## Theoretical / technical

- » tests your skills – “can you do the job?”



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## What's behind the questions?

### General / motivation

- » Set the scene, warm-up, but also “do you really want to do this job?”
- » Your chance for your 2-min pitch

### Behavioural

- » Based on the idea that past behaviour can predict future behaviour
- » Often linked directly to the selection criteria

### Hypothetical

- » “Often tests your ability to think on the spot / under stress as well as your logical and analytical thinking capability
- » Chance for you to show your lateral thinking and your ideas

### Theoretical / technical

- » Assess the level and depth of your knowledge



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# Answering your Interview Questions

...



# RESEARCHING ORGANISATIONS (VALUES)



## Assessing if an employer is a good fit

- ✓What is the main purpose of the organisation?
- ✓How is the organisation speaking about itself?
- ✓Who are its clients / customers?
- ✓What does the organisation see as critical to its success?
  
- ✓Does all of this speak to you? How?
- ✓Where are the gaps? Are you OK with that? Why?

**Remember an interview is a two-way conversation – observe and ask questions so you can make the best decision you can.**



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# RESOURCES

- TOOLKIT – RIESEC, BUBBLE MAP, MOTIVATION AT WORK
- ANU CAREERS GUIDE – STAR
- INTERVIEW PREP (STREAM):

[HTTPS://ANU.INTERVIEWPREP.APP/ACCOUNT/LOGIN](https://anu.interviewprep.app/account/login)



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# Q & A

# THANK YOU

## Contact Us

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