

Name: _____

2) **Read and reflect** on the Common Teen Interview Questions.

Choose **5** of the common interview questions and **write down your answers** for each.

Use the 'What They Want to Know' and 'Samples' sections to help your cater your answer to your specific skills and attributes. Feel free to answer these questions as if you would for an upcoming interview.

When answering interview questions, **remember the following:**

- **Research the job and the computer:** Take the time to research the company and the position you are interviewing for in advance. The more you know, the better equipped you'll be to respond to interview questions. Whenever possible, connect your answers back to the job.
- **Know the facts:** Be sure you know your work/volunteer history - Dates, names of people involved, location.
- **Use the right words:** The words you use during job interviews will convey an impression of you to the hiring manager. Using power words in your responses will help make that impression a good one.
- **Give Examples:** When you respond to your interview questions, give examples of how you handled related situations. The more specific you are, the more the hiring manager will see that you have the skills to do the job.
- **Share your accomplishments:** Don't be shy about what you have accomplished in your life. Share examples of your accomplishments that are related to the job you are interviewing for to reinforce that you're capable and qualified.
- **Don't ramble:** Your response to interview questions should be direct and to the point. Don't ramble and get off-topic.
- **Keep it professional:** Your responses should be focused on your professional skills and abilities. Be clear and concise!



Name: _____

1) Interview question: _____

My response: _____

2) Interview question: _____

My response: _____

3) Interview question: _____

My response: _____

Name: _____

4) Interview question: _____

My response: _____

5) Interview question: _____

My response: _____

Name: _____

3) What are **four** things you should **take with you** in to an interview?

1. _____
2. _____
3. _____
4. _____

4) What are **five** ways you can insure that you are **making the best impression**?

1. _____
2. _____
3. _____
4. _____
5. _____

