



# Our Guide to Interview Preparation

At WE Talent, we know that preparing for an interview can be nerve-wracking at any stage of your career. Knowledge and careful preparation can empower you to deliver the best of yourself on the day.

There are various types of interview ranging from an informal “chat” about your CV and experiences to the more formal competency based questioning style.

So how can you best prepare?

Do your research. Make sure you have researched the company thoroughly, including the company website. Be prepared to tell the interviewer what you know about the business and what attracts you to the role.

Know yourself. Spending time before the interview rehearsing what you intend to say is time well spent, but we also recommend brainstorming your experience in relation to the role, so that you can deliver examples of real life working experiences using the STAR (competency based) format. Using STAR is normal practice for responding to competency questions and enables you to demonstrate skills and experience that bring to life your employment history and showcase the benefits you can bring to the business.

So, what does STAR stand for? We’ve broken this down below for ease.



**Situation**



**Task**



**Action**



**Result**

Using this technique, when you are asked a question, you’ll be prepared to give your answer in the STAR format. This allows the interviewer to understand quickly the situation or scenario you are describing, what the task was that you were required to tackle (individually or as part of a team), which actions you took and what the result or outcome was.

Remember, your aim is to use an example where you can deliver a positive outcome and show the impact you or your team were able to have.

We'd recommend you prepare in the following way:



Read the job description thoroughly. Think about questions that the interviewer may ask to establish the experience you have for that particular role or responsibility



Think about where you've had that experience. Jot it down in the STAR format and try to remember as much detail as you can



Be prepared to have a backup situation you can talk about. Some interviewers will ask for another scenario to test your experience or skills



Practice. Talking to your friends or family might feel uncomfortable but they have your best interests at heart and will give you feedback to improve



And finally, don't forget the basics! Be clear about why you are leaving your current role and what attracts you to the one you are interviewing for. Know your current salary and expectations (if asked) and your notice period.

### Useful Links

[nationalcareers.service.gov.uk](https://nationalcareers.service.gov.uk)

[linkedin.com](https://linkedin.com)

[totaljobs.com](https://totaljobs.com)

[reed.co.uk](https://reed.co.uk)

[uk.indeed.com](https://uk.indeed.com)

Here at WE Talent, we're pleased to share our advice and knowledge, and we're sure you'll have many more questions about interview preparation. Get in touch if we can support you further.

