



The *Interview* Company.com

INTERVIEW PRACTICES – SOME OF THE MOST COMMON TECHNIQUES

This article will briefly explain some of the common interview practices used today. If you are attending an interview we suggest thorough research and practice. If possible (for example if you are using a recruitment agent) try to ascertain the style of the interviewer you are meeting with so you can direct your research in an appropriate direction.

For further advice and support on getting through your interview speak to one of The Interview Company .com advisors on 0113 2777 583.

Biographical Interview

A biographical interview is what most jobseekers experience, particularly if they meet with a line manager. It is simply a discussion of ones CV or career history to date, the decisions that have been made and the experience gained. Biographical interviews can be very informal or a systematic dissection of a CV.

Competency Based Interview

As the name suggests it is an interview with particular competencies in mind. These are usually the transferable skills/attributes required for a role so while, for example, being proficient in Excel is strictly speaking a competency, a competency based interview is more interested in abilities such as teamwork, attention to detail, exhibiting good customer relations, etc.

Behavioural Interview

This is actually a form of competency based interview. It works on the premise that past performance is the best indicator of future behaviour (and therefore suitability for a role). The Interviewer will ask you for examples of where you have exhibited a particular competency. A behavioural interview question always asks for an example, such as "Tell me about a time where you were a member of a failing team and the steps you took to change the situation?".



Hypothetical Interview

Can be either competency based or not. Generally positing a “what if” situation and seeing how you would deal with it. An example would be “how would you deal with change in the work place?”

Case Study

Case studies are either seen or unseen (i.e. you know what is coming or you don't) but in both cases some preparation can be made. Employers who use case studies often have examples on their websites. Case studies can be written, involve presentation or be purely interview based.

Assessment Centre

Assessment centres vary greatly dependent on the industry, position and level of the role. Like all interviews if you can ascertain what an employer might be looking for prior to the assessment centre this will put you at a distinct advantage. Assessment centres usually involve: group interviewing, tests/assessments/psychometric testing, group activities/presentations and role plays. Assessment centres can be difficult and expensive to organise for employers and their usually a drop out rate. Therefore, showing flexibility in availability can also create a favourable perception of you.

About The Author:

The Interview Company.com is an interview and job application advice resource. We provide training on writing CVs and cover letters, interview technique and the whole caveat of ways you can ensure that your CV is seen by a potential employer.

We can also conduct mock interviews; much tougher than a standard HR interview, ensuring that you are well prepared for any situation you might face when applying for a job. For more information please consult our website: www.theinterviewcompany.com or call 0113 2777 583 to speak to an Advice Consultant. We offer competitive and affordable prices from £20.

