**Interview Preparation Worksheet**

1. **STAR Method Practice**

Use this section to prepare structured responses for behavioral interview questions.

**Situation:** Describe the context within which you performed a task or faced a challenge.

**Task:** What was your responsibility in that situation?

**Action:** What steps did you take to address it?

**Result:** What outcomes did your actions achieve?

1. **Common Interview Questions**

* Tell me about yourself.
* What are your strengths and weaknesses?
* Why do you want to work here?
* Describe a challenge you’ve faced and how you handled it.
* Where do you see yourself in 5 years?

1. **Pre-Interview Checklist**

☐ Research the company (values, mission, recent news).

☐ Understand the job description and key qualifications.

☐ Print extra copies of your resume and bring a notebook.

☐ Plan your outfit in advance (professional attire).

☐ Prepare 2–3 thoughtful questions to ask the interviewer.

1. **Post-Interview Reflection**

☐ How did the interview go? What went well?  
  
☐ What would you do differently next time?  
  
☐ Did you follow up with a thank-you note/email?