

# Severna Park High School Mock Interviewing Guide

## Welcome/Setting the Stage

- Introduce yourself; who you work for, what you do
- Mention that this is a mock interview, an effort to practice interviewing skills in a non-competitive setting
- Briefly scan the resume the student hands you for information for the conversation

2 minutes

**Interview** – suggestions for interviewing questions include:

8-10 minutes

## High School Experience

- Tell me about the courses you are taking in high school.
- Tell me about your favorite class(s) you have taken. Why was it your favorite?
- Which class has been your least favorite? Why?
- Which classes have been the most difficult (or most challenging)?
- What extra-curricular activities are you involved with? What do you like to do for fun (outside of the classroom)?
- How did you get involved/started with \_\_\_\_ activity?
- What activity is the most meaningful to you?
- What do you do during your summers?
- How would you characterize your attitude towards school?

## Goals

- Where do you see yourself in the future?
- What subjects do you plan on studying in college? Why?
- What activities and/or classes have you taken related to that field?
- What are the steps do you plan to take to achieve your goals?

## Skills/Ability/Potential

- What qualities do you think are most important in an employee? Why?
- How would you rate the quality of your work/you as a worker? Why do you rate it as such?
- How would your peers describe you?
- What kinds of specific skills do you have now?
- Has one of your strengths helped you to accomplish a difficult task?
- What motivates you to put forth your best effort? Describe a situation where this happened.
- How would you rate your ability to work with others? Why?
- In a situation where someone criticized your actions, how did you respond?
- Who has had the most influence on your life? Why? How do you try to be like them?
- How would you feel if an employer saw your Facebook page or other online activities?

## Wrap Up

2-3 minutes

- Do you have any questions for me?
- Provide feedback if applicable regarding the resume (format, content, appearance, etc.) **Return the resume to the student.**

**Feedback** – After the student has left your table, complete the Feedback form provided and save it in the folder provided. This folder will be picked up once the class period is over.

2-3 minutes

---

(approx.) 15 minutes