

INTERVIEW PREP



CHECKLIST

Understand the interview format - where, what, when, and with who.

Research the company to understand their industry, mission and culture.

Review your resume to be able to confidently answer questions about your background.

Prepare relevant stories to highlight who you are.

Dress for the occasion - at least one level above the normal office attire for that environment.

Bring a pen and paper to take notes - padfolio if you have it, but at the very least, a notebook.

Prepare thoughtful questions to ask, and ask them to all interviewers.

Send a thank you email after the interview.