

Success at Job Interviewing

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Agenda

- Dressing for Success
- Interview Before and After Videos. You be the judge!
- Interview Questions: What are They Really Asking
- Questions



Dressing for Success at an Interview!



Interviewing

- Comes in many forms....



One of the most important tools that you need to prepare for a job interview....

An actual job description

Landscape Laborer & Lawn Care

The Lawn People

\$13 - \$17 an hour - Full-time, Part-time, Temporary

The Lawn People Company is looking for a responsible and dedicated Landscape Laborer. Responsibilities include a variety of tasks such as: using machinery to cut & edge grass, install mulch, bed edge, prune trees & shrubs, assist other sub-contractors, help with snow removal (seasonally), and more.

- The Landscape Laborer is responsible for the safe and efficient operation of all equipment, which includes proper care, loading and un-loading, maintenance and service. You must also be able to follow directions on how to start and operate the equipment. We are looking for an employee who is **punctual**, professional, follows directions and very hard working.
- You must offer weekend availability, be willing to work long hours if required and have the ability to lift up to 75 lbs. on occasion.
- Landscaping / construction experience is helpful but not required – rather, an individual who is hardworking, motivated, and willing to learn will excel in this position.
- An employee who maintains these qualifications will be offered a full-time position with the opportunity for career growth. Hourly rate is based upon experience and skill set.

Skills & Abilities

- Interpersonal skills
- Operate the zero turn, walk behind and other heavy equipment in a safe and appropriate manner
- Demonstrates a sense of urgency to meet deadlines
- Maintains a strong customer focus while balancing customer's needs and expectations with the goals of the team
- Team player/work well with others
- Effective & efficient time management
- Demonstrate professionalism multi-task and set priorities effectively
- Possess a positive "can do" attitude

Question: Tell me about yourself.

**Landscape Laborer
and Lawn Care
(in the job
description):**

- Landscaping experience helpful but not required
- Can operate equipment safely
- Demonstrates professionalism

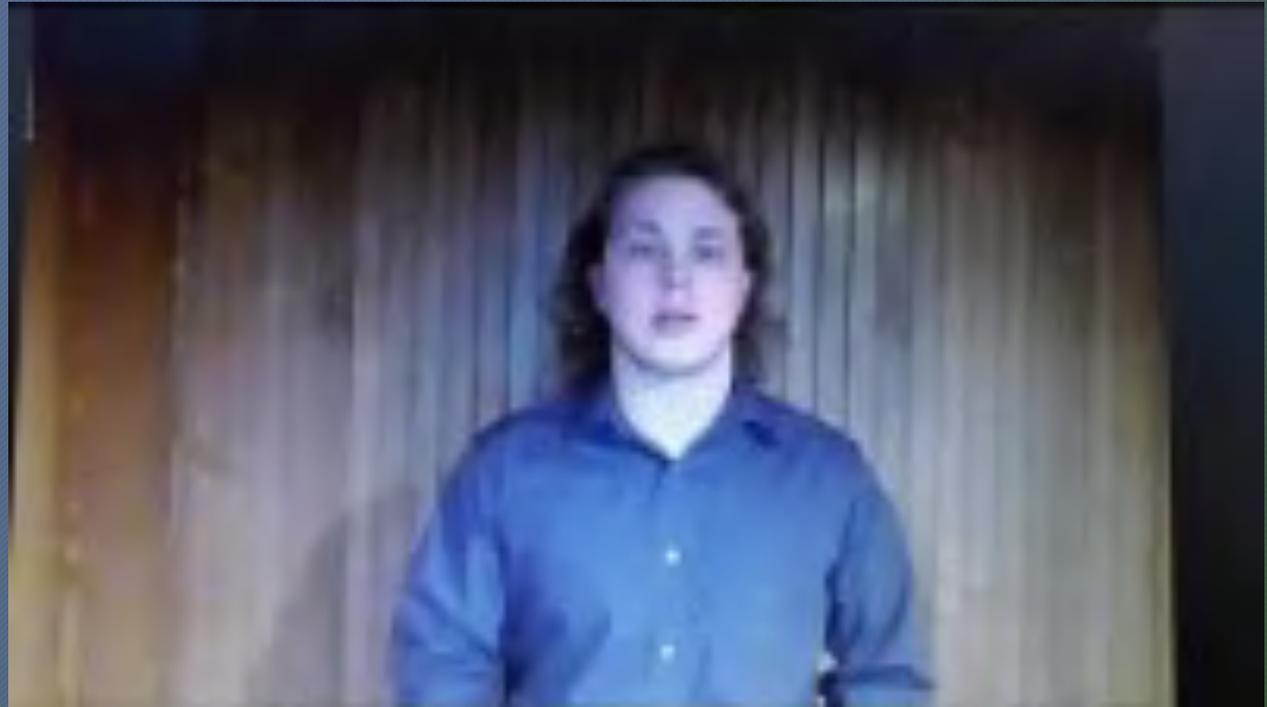


How well does his answer match the employer's needs?

Tell me about yourself.

Landscape Laborer and Lawn Care (in the job description):

- Landscaping experience helpful but not required
- Can operate equipment safely
- Demonstrates professionalism



What specific things does Cole do better in this answer?

What are your weaknesses?

Landscape Laborer and Lawn Care (straight from job description)

- Punctual
- Hardworking
- Motivated
- Willing to learn
- Team player and can work well with others.

What does Cole need to work on for his upcoming interview?
What mistakes does he make?
What impression does he make?



What is your biggest weakness?



Answers employers don't want to hear:

1. I am lazy.
2. I am not very motivated.
3. I procrastinate.
4. I don't like working with people. I like to be left alone.
5. I don't have any.

A weakness should rarely be something that is a requirement of the job.



Job: Customer Service

Weakness: Shyness, Temper, Not liking people

Job: Medical

Weakness: Timeliness, Lack of patience

What are your weaknesses?

**Landscape Laborer and
Lawn Care**

- Punctual
- Hardworking
- Motivated
- Willing to learn
- Team player and can work well with others.

Why is this answer better than his last answer?



Why are you interested in this position?

Landscape Laborer and Lawn Care

- Possess a positive “can do” attitude
- Hardworking
- Motivated
- Willing to learn



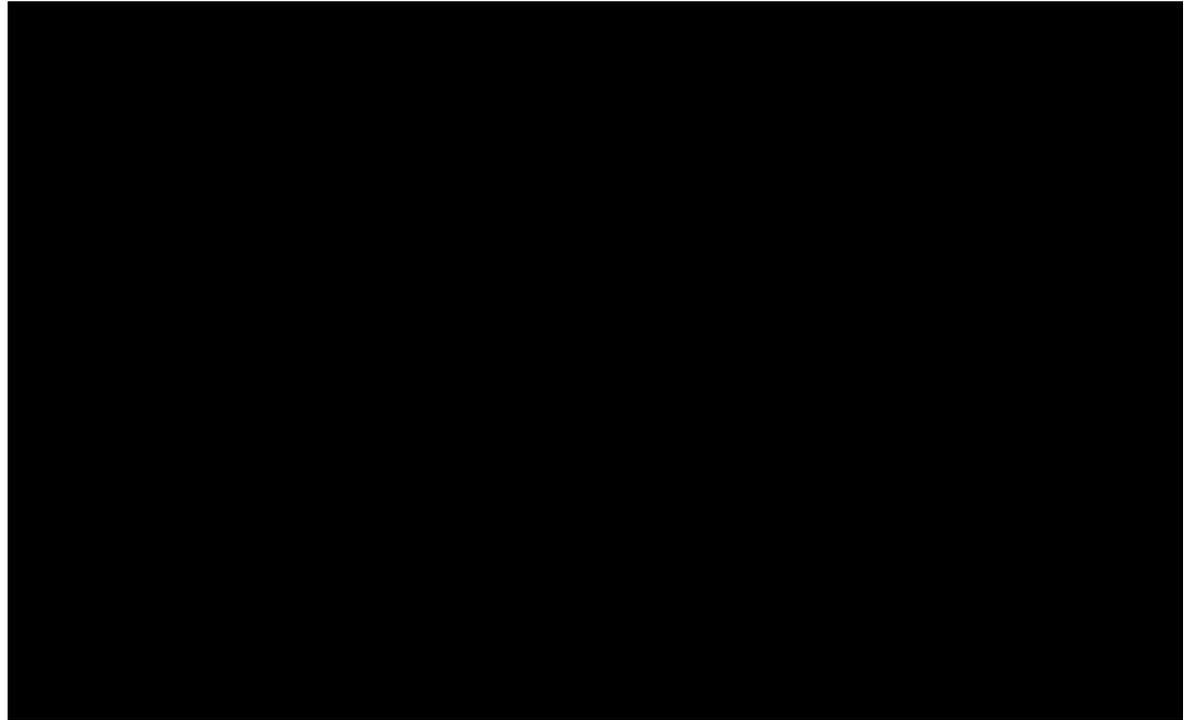
What are your comments about Cole's performance?
What does he need to improve?
What does Cole say that would be a good reason for the employer to offer him a job?

Why are you interested in this position?

- Landscape Laborer and Lawn Care
- (what the employer is looking for)

- Possess a positive “can do” attitude
- Hardworking
- Motivated
- Willing to learn

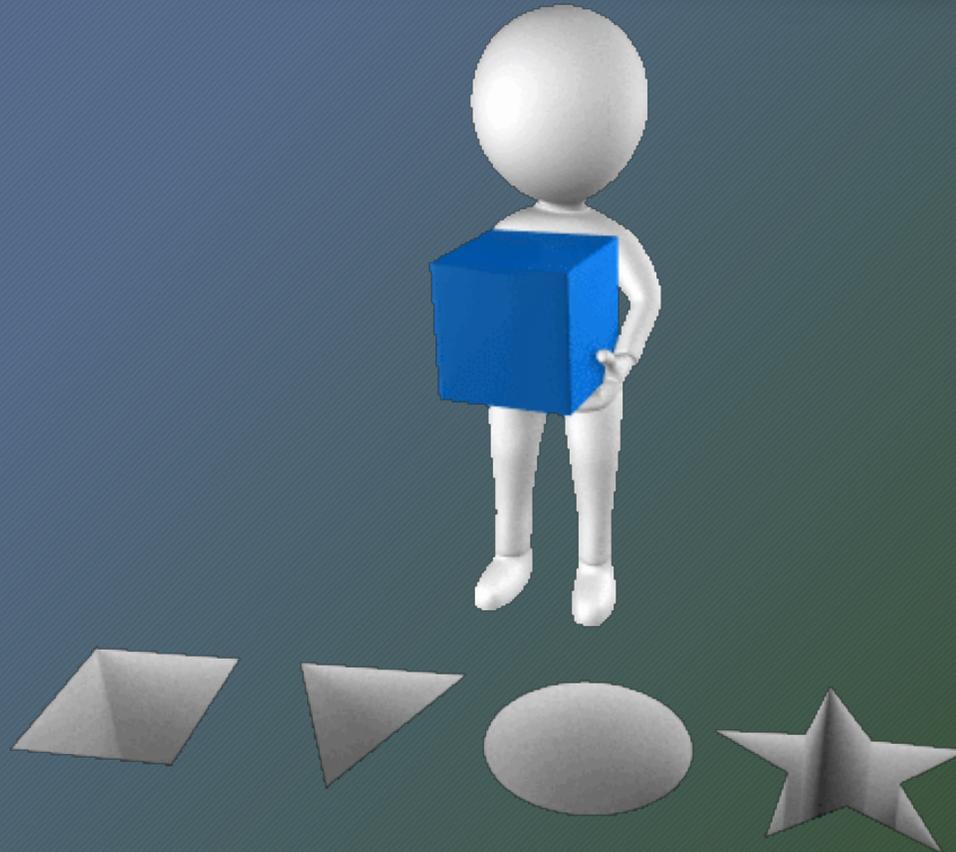
How is this an improvement?
What did Cole do better this time?



To build interview answers that show that you are a good fit for the job, **you need to have the job description!**

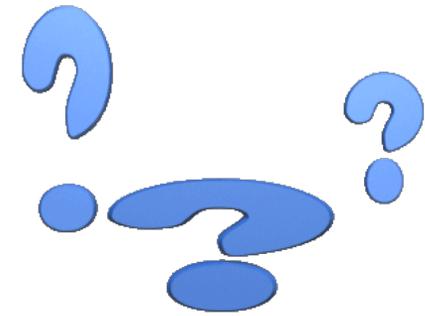
In your answer:

- Have skills/qualifications to do the work (or willingness to learn).
- Show how you will fit in and be a productive member of the team.
- Show that you will stay on the job and not quit too soon.



Interview questions: What Are They Really Asking?

100's of potential questions an employer could ask.



Memorizing answers to 100 questions is too hard.
Reduce the number of questions to 3 and it is easier.

Are we going to like
working with you? Will
you fit in here?

Do you have the skills and
qualifications to do the job?

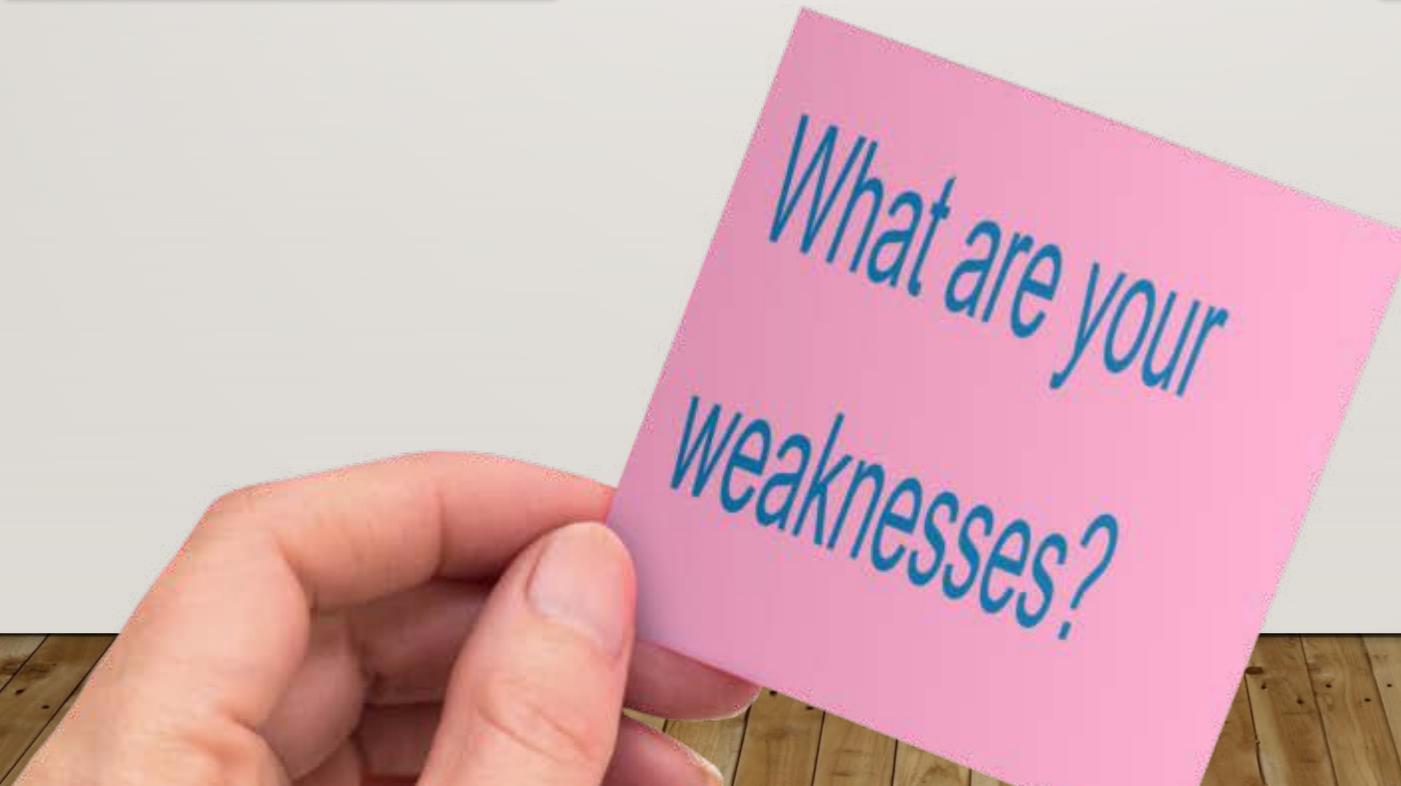
Are you going to stay if we
hire you or are you going
to quit soon after?

What is the question behind the question?

Are we going to like working with you? Will you fit in here?

Do you have the skills and qualifications to do the job?

Are you going to stay if we hire you or are you going to quit soon after?



What are your weaknesses?

What is the question behind the question?

Are we going to like working with you? Will you fit in here?

Do you have the skills and qualifications to do the job?

Are you going to stay if we hire you or are you going to quit soon after?

Why did you leave your last job?

What is the question behind the question?

Are we going to like working with you? Will you fit in here?

Do you have the skills and qualifications to do the job?

Are you going to stay if we hire you or are you going to quit soon after?

Please walk me through your resume and work experience.

What is the question behind the question?

Are we going to like working with you? Will you fit in here?

Do you have the skills and qualifications to do the job?

Are you going to stay if we hire you or are you going to quit soon after?

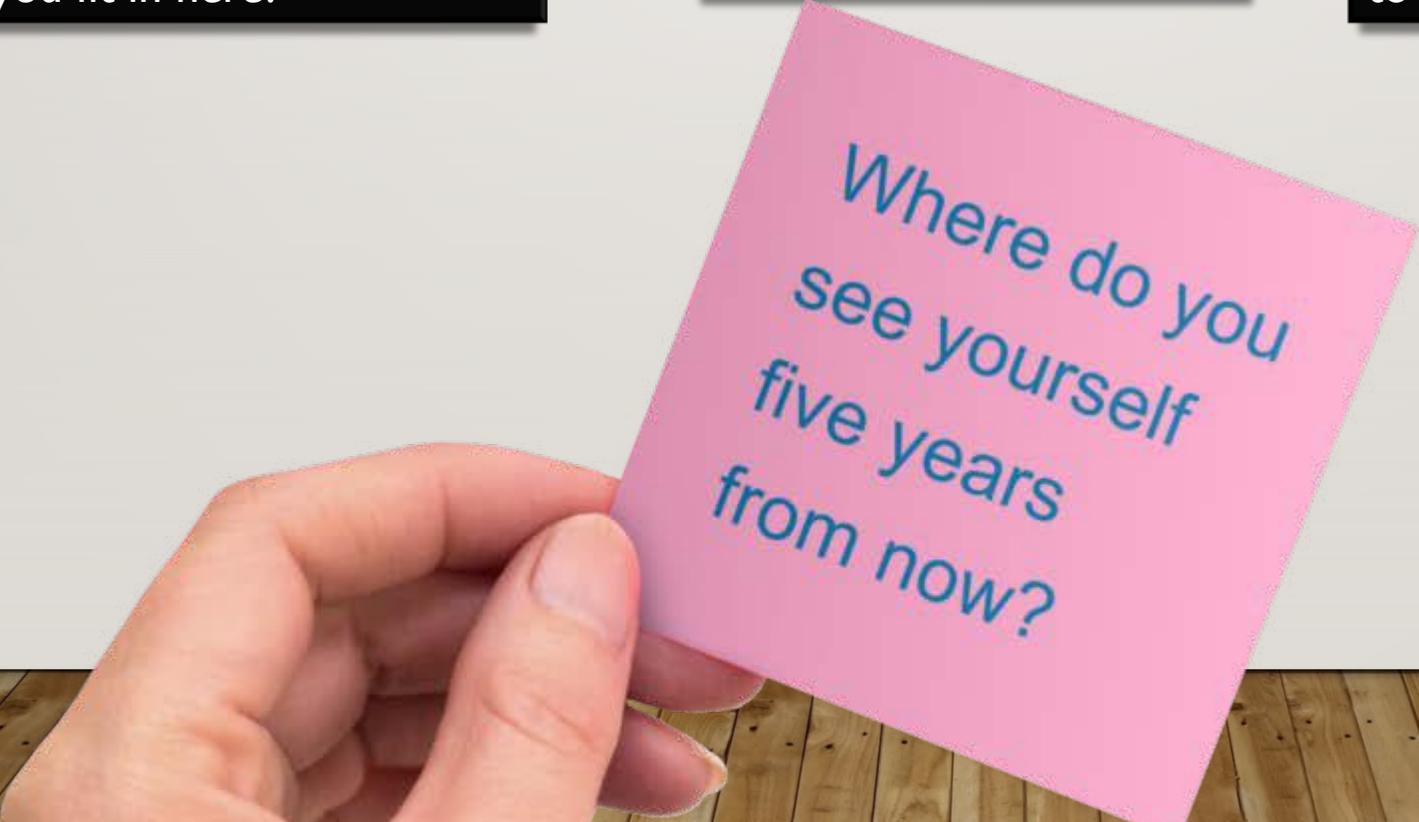
How would you describe yourself?

What is the question behind the question?

Are we going to like working with you? Will you fit in here?

Do you have the skills and qualifications to do the job?

Are you going to stay if we hire you or are you going to quit soon after?

A hand is holding a pink sticky note. The text on the note is written in blue ink and reads: "Where do you see yourself five years from now?". The background of the slide shows a wooden floor at the bottom and a light grey wall above.

Where do you see yourself five years from now?

DEBRIEF

- Did anyone have a hard time figuring out which category some of the questions belonged?
- How does understanding that there are only three questions, not one hundred questions, help you to prepare for an interview?



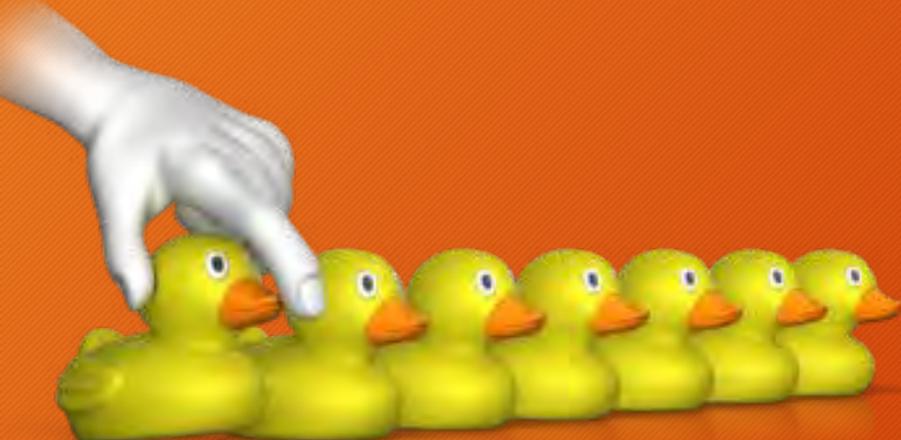
Build a bulleted list of things you want to make sure that you cover in the interview.

Will fit in with team

Skills and
Qualifications

Demonstrate that
you will stay/retain.

Get Your Ducks in a Row for Interviewing



- Need a job order
- Dress Appropriately
- Need to prepare a bulleted list of topics to discuss during the interview:
 - What skills you bring to the job that they are looking for?
 - That you are a team player and are easy to work with.
 - That you won't take the job, get trained and then quit?
- Practice, practice, practice

Questions

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