

Interviews

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LONDON
SCHOOL of
HYGIENE
& TROPICAL
MEDICINE



What types of interview format have you experienced?
Some examples are listed below:

- multi-mini interviews (MMI)
- assessment centre
- informal
- panel
- competency-based
- video
- Telephone
- Group...

What is your experience of being the other side of the table – the interviewer?

Insights?

Why are you here?

What kind of interview situations do you anticipate?

What are your worst (interview) fears?

Aim: to equip you with tools to help you present yourself effectively at interview

Objectives: by the end of the session you will be able to:

- Interpret the most common types of interview questions
- Evaluate answer to a competency question
- Develop an effective preparation strategy for real interviews

What we will cover:

- What to expect
- Types of questions
- Preparation
- Performance
- Reflection
- Feedback
- Anything else?

Varies with sector

Non-clinical jobs selection process could include:

- Online tests
- Phone or video interview
- Assessment centre (variety of exercises)
- Face to face interview

We are concentrating today on face to face / video interviews

- Motivation – ‘why do you want to work for...’
- Competency-based – ‘tell me about a time...’
- Strength-based – ‘what energises you?’, ‘do you prefer the big picture or the small details?’
- Technical/knowledge
- Situational judgement
- CV-based

We will focus a bit more on motivational and competence Qs today

The question you dread...

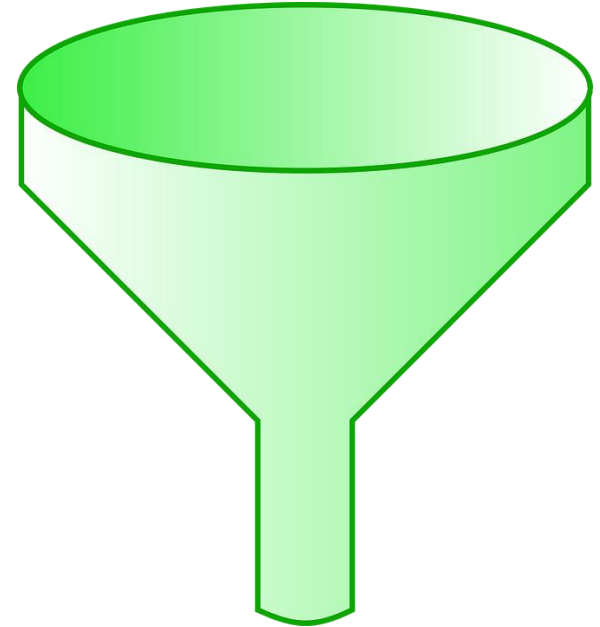
...and how to tackle it

Do put your most feared Q in the chat and I will come to that at the end if I haven't covered it

Motivation questions

Things to think about:

- Why this field?
- Why this organisation / project?
- Why this role?
- Why now?



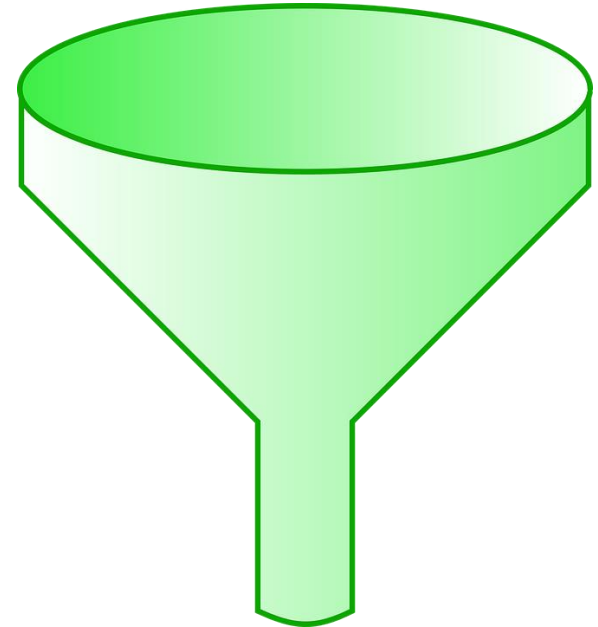
Or think about your timeline: does your career path to date lead you logically to this role?

Do you have the option to contact them for more info?
Or your own contacts?

Motivation questions

Start broad and get more specific
Research the field / organisation
How does it fit with your career
plans?

Often the most poorly answered
of the types of Q



Example question:

- Why are you applying for this position?

Any suggestions?

Example question:

- Why are you applying for this position?

? I've always wanted to help people

? This is a great organisation doing important work

? It will get me the experience I need to progress in another field / company

- Try to see things from the employer side
- Avoid cliches
- Don't tell them what they already know
- Don't suggest they are a stepping stone

Competency questions – STARR Model

S = Situation (10%)

T = Task (10%)

A = Actions (60%)

R = Result (10%)

R = Reflection (10%)

Most of your answer should concentrate on
A. Remember to break actions section into really
specific steps.

(CAR – Context, Actions, Results;

CARE – Context, Actions, Results, Evaluation)

Example question:

- Think about a time when you worked as part of a successful team. What was your specific role in this team and what was achieved?
(Team work and interpersonal skills)

Example answer:

"I worked for an events company which ran events to help people understand about current health issues. We were running one of our big conferences and I was a part of the organising team. I worked mainly on the front desk and was involved in some of the pre-admin. I also worked with other members of the team during the event to make sure it was a success. After the event, we had a debrief and agreed it had gone very well."

Example answer:

"I worked for an events company which ran events to help people understand about current health issues.

Good SITUATION

We were running one of our big conferences and I was a part of the organising team. *This is OK for TASK, but could you be more specific?*

Example answer:

"I worked mainly on the front desk and was involved in some of the pre-admin. I also worked with other members of the team during the event to make sure it was a success. *Not enough specific detail about ACTIONS **you** took as part of the team.*

After the event, we had a debrief and agreed it had gone very well."

How could you improve this RESULT?

Competency questions

To access video examples of types of question together with commentary on what works, go to UCL Extend website:

[Modules on Interviews](#)

[Motivation question examples](#)

[Competency question example](#)

Find on the [UCL Careers website here](#).

Select option to register and create an account.

Then you can enrol for free in Careers Essentials Online.

Select 'interviews' then 'interactive tutorial' to access recordings

Practise with each other...

Can you think of a good example from your experience for these?

- Tell me about a time when you initiated change;
- Tell me about a time when you influenced others;
- Tell me about a time when you had to work with a difficult colleague.

- Identify the competencies/skills required
- Think of examples to use
- Think of challenges overcome
- Research the organisation thoroughly
- Think of intelligent questions to ask
- Practise

If only I had/hadn't said...AND what went well.

Try to write down the questions.

Be kind to yourself.

Ask for feedback: "what could I do differently next time to improve?"

Note it for next time – use it when you prepare.

- <https://thecareersgroup.interviewstream.com>
(interview simulator)
 - Sheet of 'challenging interview questions'
- Websites such as
- <https://www.prospects.ac.uk/careers-advice/interview-tips>
- <https://targetjobs.co.uk/careers-advice> including [this page](#) on video interviews.
- [30 Common Competency Questions & Answers](#)
- [UCL Careers Lab](#) (Youtube channel)
- LSHTM Practice interviews (bookable 6 days in advance)

Where to find resources on Moodle:



Applying for jobs or further study

Applying for jobs or further study

Don't forget that if you'd like to speak to a careers consultant about any of the aspects of job hunting, applications, and interviews you can [book an appointment](#).

Career information sheets

A series of downloadable information sheets giving advice on sourcing and applying for jobs - titles include 'Advice for Careers Changers', 'How to write a CV', 'Interviews', 'Applying for a PhD' and 'How to market your masters'.

CVs and Applications

A series of short videos on CV writing, covering key principles, CVs for careers changers and CV advice for those with less experience.

Links to downloadable information sheets on writing CVs.

Interviews

Guidance on how to prepare for and impress at interview as well as some questions you might face.

Interviews

Employers don't interview people unless they think they're a realistic candidate, so if you've been invited to one, use the opportunity to demonstrate that you have the skills and experience required.

What will I be asked?

It's unlikely you'll know exactly what questions will be asked, but by understanding the organisation and the role you're going for, you can get a good idea.

Your motivations and understanding of the job

Questions relating to these are likely to come up regardless of the job you're going for. "Why do you want this job?" or "Why do you want to work for us?" help employers understand what motivates you, but also test how much you know about the role and the organisation. They might ask "What do you foresee as the biggest challenge in this role?" or questions about competitors and clients, so make sure you've found out about the organisation and the sector beforehand - the organisation's website is a good starting point.

Your skills

How to structure your answers

STARR (Situation, Task, Action, Result/Reflection) is a handy acronym to use to structure examples of how you have demonstrated a particular skill.

Situation	Briefly outline the circumstances that led to your action.
Task	Explain exactly what the task, problem or goal was.
Actions	Give a step-by-step explanation of what you did (to show the skills you're giving evidence of)
	Outline what happened as a result. Be

Takeaway action:

What are 1-3 takeaway actions from today's session?

We value your feedback

Please complete the feedback form – there is a QR code in the room or online <https://forms.office.com/e/QABhyaPgqV>

And now let's move to your questions.....

