

Take a Deep Dive Into Interviewing: Covering Both Sides of the Desk

Questions?

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Interviewing Trends

**Interview Prep
for
Candidates**

Specific Situations
What is your different type of interview?

Lonch	Behavioral/Situational
Technical	Panel Interview
Individual	Interactive
Testing	Webcasts

Types of Interviews

Video Interviews
An interview conducted through a video conference.
 Categories:
 - Computer
 - Webcam
 - Webcast
 - Webinars

Interview Prep...
 Research
 Dress Appropriately
 Arrive on Time
 Be Prepared for "Tell me about yourself" question

Be Prepared!
 Company description and your opportunity
 Projected company growth
 Strong description of the position or team
 Company culture
 Salary guidelines
 Project description
 Salary guidelines

Webcast IT
 An interview conducted through a video conference.
 Categories:
 - Computer
 - Webcam
 - Webcast
 - Webinars

Phone
Face to Face
Web Cam
Video

Web Cam Interviews
 Interview conducted through a video conference.
 Categories:
 - Webcam
 - Webcast
 - Webinars
 - Webinars

Interview Prep
 Be prepared with examples of your accomplishments
 Be prepared if the subject of "Why you?" comes up
 Prepare questions to ask before the interview
 Show how to bring up the interview
 Follow up afterwards

Interview Prep
 Know what you can ask a potential client
 Read copies of candidate resumes
 Have well-written job description available
 Have questions prepared to discuss the role
 If you're interviewing, all these material should be prepared to hand

Phone Interviews
 An interview conducted from two separate locations over the phone.
 Categories:
 - HR Screening
 - Technical
 - Informative

**Interview Prep
for
Clients**

Face to Face Interviews
 An interview conducted where both the candidate and the client are together in one location.
 Categories:
 - Technical
 - HR
 - Informative
 - Informative



Whitaker IT

- Founded in 1983
- Nationwide Staffing and Consulting Services
- Houston Chronicle Top Workplaces 2013
- Houston Business Journal Best Places to Work 2013 & 2014
- Average Recruiter tenure of 10 years experience in their respective discipline

Linda Ranostaj, CTS

- 14 years of recruiting experience
- Top Producer Award Winner 2006, 2007, 2010, 2012 & 2013
- Board Member of:
 - Women In Technology International (WITI)
 - Houston Oracle User Group (HOUG)
 - Women in Energy Network (WEN) - Committee Member
 - Agile Leadership Network (ALN) - Leadership Committee
 - Association of Women in Computing

Interviewing Trends

Types of Interviews



Phone

Face to Face

Web Cam

Video

Phone Interviews

An interview conducted from two separate locations over the phone

Categories:

- HR Screening
- Technical
- Informative

Face to Face Interviews

An interview conducted when both the candidate and the client are together at one location

Categories:

- Individual
- Panel
- Test
- Interactive
- Lunch

Web Cam Interviews

Interactive interview conducted when both the candidate and the client are together at one location

Categories:

- Skype
- WebEx
- Google Hangouts
- Spark Hire

Video Interviews

An interview conducted through pre-recorded videos

Categories:

- Presentation
- Individual
- Panel
- Behavioral Based
- Technical



*Interview Prep
for
Candidates*

Interview Prep...

- **Research!**
- **Arrive on Time**
- **Dress Appropriately**
- **Be Prepared for "Tell me about yourself" Question**

...Interview Prep

- Be Prepared with examples of your accomplishments
 - Be prepared if the subject of "Money" comes up
- Prepare questions to ask beforehand
 - Know how to wrap up the interview
- Follow Up afterwards

*Interview Prep
for
Clients*

Interview Prep

- Know what you can ask, ie protected classes
 - Hard copies of candidate resume
- Have well-written job description available
 - Have questions prepared (Technical and/or Behavioral)
- If panel interview, all those involved should be prepared to speak

Be Prepared!

- Company description - sell your opportunity!
- Group description
- Company culture
- Project description
- Projected company growth
- Why the position is open
- Salary guidelines

Specific Situations

When to use different types of interviews:

Lunch

Behavioral/Situational

Technical

Panel (aka firing squad)

Individual

Interactive

Testing

Webcams

Questions?

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Please visit our booth for further information