

Common Interview Types & Tips

PHONE SCREENING/INTERVIEWS

As the first step of the interview process, the hiring manager or human resources representative may call candidates to ask a few brief questions. This call may or may not be pre-scheduled, so be prepared to discuss your qualifications, work history, and interest in the position. It can be helpful to have your resume, cover letter, application, and any additional related materials in front of you to use as a reference. The phone screen is frequently used to determine a list of serious and qualified candidates to invite for additional interviews.

VIDEO INTERVIEWS

Many employers have adopted virtual interviews as part of their hiring process. These interviews pose unique challenges, as you may not be able to see or interpret non-verbal cues. There are several key points to consider to ace a video interview, from your attire and background to how you look at and speak to your screen. For a comprehensive list of video interviewing tips, take a look at this [resource](#).

PANEL INTERVIEWS

Panel interviews are composed of three or more company representatives that take turns asking questions to evaluate your qualifications and fit. Although the interviewers take turns asking questions, it is important to maintain steady and swift eye contact with each individual on the panel while you speak. Observe body language and level of engagement; if you notice that a few panelists seem unengaged, consider making adjustments to your energy level or examples. It is inevitable to occasionally come across “tough” interviewers, but it is important to try to maintain your confidence and composure, regardless.

GROUP INTERVIEWS

Common in the graduate and professional school admissions process, group interviews are a unique technique involving interviewing multiple candidates at the same time. Some companies use group interviews as a time-saver, while others strategically use this process to observe how applicants interact with others while in a high-stress environment. Occupations that require a lot of teamwork benefit from using this type of interview. Preparation is key, as candidates take turns answering questions and may produce unique responses. Take a look at this [resource](#) to understand what you could expect during a group interview.

BEHAVIORAL & COMPETENCY-BASED INTERVIEWS

Many employers across all industries ask behavioral-based questions to gain a thorough understanding of candidates’ skills, qualities, and behavior. They may ask candidates to provide examples of job performance, or may even ask request a presentation. To prepare for these types of questions, reflect on past moments and experiences that have challenged you, and consider how to use these examples to portray your skills.

Examples of Behavioral-Based Questions:

- Tell me about a time when you disagreed with a co-worker or supervisor. What did you do?
- Describe a time when you had to meet multiple deadlines. How did you manage this situation?

LUNCH OR DINNER INTERVIEWS

Although a meal interview is not extremely common across industries, it is a unique type that may require a different level of preparation. Some employers select this type of interview to analyze how you conduct yourself in social situations. Since you will answer questions throughout the meal, select a dish that is fairly easy to eat. To prepare for a formal networking or interviewing dinner, check out these [dining etiquette tips!](#)

GRADUATE AND PROFESSIONAL SCHOOL INTERVIEWS

Interviews vary by program and may be a combination of several types of interview formats. Typically, programs provide brief information about the interview process on their website. Be prepared to speak about your academic, research, volunteering, and work accomplishments, as well as your career goals.