

## **Interview Preparation Worksheet**

Complete this worksheet prior to your mock interview appointment with the Career Center. Also please read the Interviewing Skills packet.

### **Tell me about yourself.**

- a. Major, college, expected graduation date
- b. Interests, experience
- c. Why this job?

*Consider what is relevant to the job function.*

### **Why are you applying for this internship/job/program?**

*Give details of why you are applying and show that you know what they're looking for.*

### **What are your strengths?**

*Give 1-2 short examples.*

### **What is your greatest weakness?**

*Give one weakness and explain how you're working to overcome or improve upon it. Don't choose something central to the position and don't offer this unless they ask. Always keep it professional—do not discuss personal weaknesses.*

### **What are your goals?**

*Describe short (2 year) and long term (5 year) goals.*