

*Interviewing*

*For The Best!*



# Participant Guide

CNJ Technology



## ***Welcome to Interviewing for the Best!***

This participants guide will serve as a resource for you during the session. We encourage you to take notes and reflect on the information provided. We will have a small working group session to develop a diverse set of interview questions.

### **After completing this training, you will...**

- Develop a diverse set of questions for the interview process
- Demonstrate best practices during a virtual mock interview

### ***Training Outline***

Introduction

Interview Questions

- Video defining and describing interview questions (2 minutes)
- Compare different types of interview questions
- Review examples of interview questions
- Develop a diverse set of questions for the interview process (small groups)

Best practices during a virtual interview

- Video defining and describing best practices for virtual interviewing (2 minutes)
- Review virtual etiquette
- Explore how to clarify or dig deeper for responses from candidates
- Demonstrate best practices during a mock interview (small groups)

Summary/Questions

***So, let's get started!***

## **Interview Questions**

Use the space below to take notes during the video and content discussion.

### **Technology Skills**

### **Our Company Culture: (team work, empower others, and growth mindset)**

### **Soft Skills**

## **STAR Method**

| <b><i>Situation</i></b> | <b><i>Task</i></b> | <b><i>Action</i></b> | <b><i>Result</i></b> |
|-------------------------|--------------------|----------------------|----------------------|
|                         |                    |                      |                      |



## EXAMPLE OF A SOFTWARE DEVELOPER POSTING

Are you ready to work on a team of truly talented individuals? We are looking for a talented Full Stack developer to join our team, to help design, build, and test our Industry leading Software. Are you ready to break free of the everyday? Giving the opportunity to continuously innovate? Where you can be part of a company that knows developing an amazing team, having mutual respect makes all the difference, where each day brings a new challenge?

### Knowledge/Skills

Work on multiple projects at once while keeping focused on project timeline  
Minimum 7 years' experience in .NET Web Based Systems, Web Services  
5 years' experience with developing in C#  
Client-Side GUI Expertise in Winforms, [website], Javascript, JQuery, CSS, HTML5  
Experience in developing and deploying Web Services Expertise Restful, WCF type architectures to large user-based systems  
Working with relational databases  
Analytics  
Experience with JAVA and C++ would be a plus.

### Responsibilities

Design, develop and deploy Software applications, new features, and defect fixes.  
Review test case, test plan and automated test scripts.  
Write Unit Test, Perform Code reviews and participate in Scrum meetings, lead story grooming and preparing low level design specifications of the features/ user stories.  
Work with Product Managers and Business Analyst to collaborate, review and deliver high quality software applications.  
Good skills in evaluating performance and security of applications and deliver solutions which are efficient and performant.  
Participate as an integral and enthusiastic part of the team, exhibiting ownership, follow through, initiative, awareness and effective communication with peers and management.  
Continually learn, actively share knowledge and foster exchange of skills.  
Candidate must understand fast-paced, sense of urgency environment.

### Achieve the requirements and primary accountabilities by:

Able to manage multiple projects.  
Initiating new, creative ideas.  
Having a willingness to be flexible - adapting to new paths  
Strong problem solving / troubleshooting practices  
Being a team player and working cross-functionally.  
Managing resources and relationships - internally and externally.  
Consistently evaluating processes - recommending changes when appropriate.  
Communicating throughout organization.  
The Ideal candidate will be self-motivated and have a natural curiosity to learn more about existing end-to-end processes and external software dependencies.

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## **Conducting Virtual Interviews**

Use the space below to take notes during the video and content discussion.

### **Best Practices**

### **Dig Deeper**

### **Interview Agenda**

## ***Sample Agenda***

- Introductions
- Explain the position / hiring need
- Ask them questions from your question bank.  
Don't forget to use the STAR method.  
Dig deeper and use follow up questions
- Ask if they have any questions
- Establish next steps

**Additional Notes**

***Thank you and let's start interviewing!***