

Job Club: COVID-19 Edition

Nailing the (Online) Interview

Tips and Q&A

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Introductions





Current students: visit <https://healthymindsns.ca/> for TAO Self-Help, an online mental health library with interactive modules to help you understand and manage how you feel, think and act.



#NovaScotiaStrong: Support is available 24/7

All services are free, confidential, and in English and French.

Kids Help Phone 

1-800-668-6868

Text **NSSTRONG**
to **686868**

Frontline workers can text
FRONTLINE to **741741**

CRISIS TEXT LINE |

Texting support for adults

Text **NSSTRONG**
to **741741**

For more information and resources,
visit: **KidsHelpPhone.ca**



1.833.292.3698
Nova Scotia

Post-Secondary Student Helpline

Text **GOOD2TALKNS**
to **686868**



The background features a complex geometric design. On the left, there are overlapping, semi-transparent shapes in various shades of green and a dark blue-grey. These shapes create a sense of depth and movement. The right side of the image is a solid, bright lime green. Centered on this green background is the text 'Icebreaker' in a white, sans-serif font, preceded by a white right-pointing triangle.

▶ Icebreaker

Difficult Questions



What are some difficult questions you have been asked in an interview?



How have you responded?

Examples of difficult questions

What is your greatest
weakness/strength?

Tell me about yourself

Tell me about a time you dealt with
conflict

Why should we hire you?



▶ Top 7 tips for a successful
online/phone interview

1 - Preparation still applies



Check the interview details, including the time zone



Research the organization



Rehearse and review questions ahead of time



Re-acquaint yourself with your resume and the job description

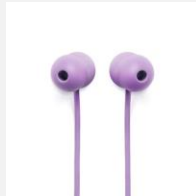


Charge your computer and have some earbuds ready

2 - Test and familiarize yourself with the equipment ahead of time



Most ideal for the purposes of an interview are Zoom, Skype for Business, GoToMeeting, GoogleHangs, Microsoft Meetings



Test computer audio and video

3 - Dress for success



Employers notice these things! Plus dressing the part psychologically puts you into more of the “interview” mindset



Suggest choosing an outfit a few days before the interview, and ensuring it is clean and tidy. Business casual is usually a safe bet!

4 - Consider your environment and your non-verbal communication



Choose a quiet space for the interview (desk with good lighting and no pets/roommates, televisions or background music)



Sitting up straight, smiling and being mindful of your tone of voice are important things to consider.

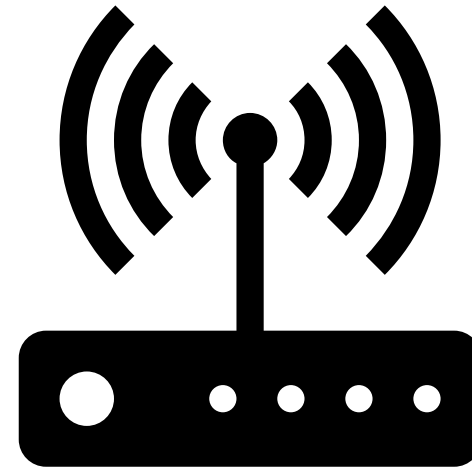


Try to focus on the camera and not the screen

5 -

Ask about a plan B

- ▶ Even when you have done the preparation, things can sometimes still go awry with technology. Therefore, it's ok to ask the interviewer how they may prefer to conduct the interview if for some reason the technology isn't working well. Suggest speaking over the telephone as a viable option.



6 - Prepare questions



Suggest having at least three questions prepared that relate to a point listed on the job description



Avoid cliché questions such as “What’s a typical day like?” or questions related to salary



“What do you enjoy most about your role”
“Can you tell me more about the environment at the office/how the team works together?”

7 - Follow-up and self-reflect



Follow-up with an email of thanks and look forward to hearing next steps



Be gentle with yourself and take a pause moment to reflect on how things went



Questions?
Comments?

Thank you!

- ▶ You'll receive slides and handouts via email

Questions?

careerplanning@msvu.ca

Helpful Articles

Tips for Job Hunting During COVID-19

<https://www.springboard.com/blog/lp-job-hunting-coronavirus-covid-lockdown-tips/>

Tips for New Graduates Entering the Workforce During COVID-19

<https://www.indeed.com/career-advice/finding-a-job/new-graduates-entering-covid-19-workforce>

How Soon-To-Be College Graduates Can Job Hunt During Coronavirus

<https://www.forbes.com/sites/jackkelly/2020/03/10/how-recent-college-graduates-can-successfully-interview-in-a-covid-19-world/#608fe9c721cd>