

# Interview Skills – Practical Tips for the Jobseeker

## One Day Workshop

### Aims

To improve the interview skills of engineers, so that they will present themselves to best advantage at job interview.

### Benefits

On completion of the workshop, participants will:

- Have an understanding of how employers approach recruitment and interviewing.
- Have an understanding of competencies and their significance in the interview process.
- Be able to make a considered and systematic preparation for interview
- Have gained practical advice on how best to behave at interview – including advice on general deportment, establishing rapport and responding to questions.

### Workshop Content

While much of the workshop will include presentation, the value of the workshop will be enhanced by the active participation of attendees. It is suggested therefore that participants give some thought in advance to issues they would like to have discussed.

Areas covered will include:

- The CV and its role in the recruitment and interview process.
- The need to develop self-knowledge and self-awareness.
- Job competencies – knowledge, skills, behaviours and motivators.
- How best to prepare for interview.
- Understanding different types of interview questions, and how best to respond to them.
- How best to conduct oneself at interview.

**Who Should Attend**

The workshop is aimed at engineers (at all levels of experience) currently in the job market.

**Facilitator Profile**

Sean Maguire BE, MIEI, MSc (Management Development) is a former ESB Engineer with many years experience in power plant engineering, engineer recruitment, engineer training & development, staff selection, career counselling, interviewing and interviewer training. Sean currently works as an independent Management Development consultant.

**Venue:**

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