

## **Liberty House Mock Interviewing Program:**

Unemployed clients or clients who are looking to gain better employment are asked to participate in a mock employment interview process. We ask clients to participate in three mock interviews, hoping that this will allow them to improve their interviewing skills over time. Clients are also asked to come dressed in attire that is appropriate for the job they would be applying for. After completion of the three interviews or attainment of gainful employment, clients are given a certificate of completion for their individual portfolio.

Clients are asked to submit the field they wish to be employed in so that we can ask job specific employment questions during the interview as well as generic or commonly asked questions. Below is a list of our generic/most commonly asked questions during an interview.

1. How did you learn about the job opening and what do you know about our company?
2. Do you have any prior experience working in a similar company/position?
3. Why are you looking to leave your current position (if applicable) or why did you leave your previous position?
4. Why do you want to work for this company?
5. Name three strengths that you feel you could bring to this position.
6. Do you feel that you have any weaknesses that you would want to make improvements on?
7. What additional training do you feel you would require to be successful in this role?
8. Do you enjoy working alone or as a member of a team?
9. What role do you typically fill when you work within a team environment?
10. What are qualities of an effective team?
11. Have you ever engaged in a disagreement with a co-worker or supervisor within previous employment? If yes, how did you handle the situation? If no, how would you handle the situation?
12. What personality traits do you feel you have that would help you to be successful in this position?
13. What traits are important for you to have in a supervisor?
14. What did you enjoy most about your last job? Least?
15. Regarding employment – where do you see yourself a year from now? Five years?
16. Do you have any training or supervisor experience?
17. What would you like to accomplish that you were not able to accomplish in your last position?
18. If you had unlimited time and financial resources, what would you do with your time?
19. What salary would you expect for this job?
20. We have many applicants interviewing for this job. Why should we hire you?

Additional components that are used during the mock interview group are to ask that the participants come prepared to ask questions of the interviewers as well. Another approach to the mock interview is to hold the interview as a group, and see how the women present themselves when faced with a situation in which the other candidates are sitting there as well.