



# Preparing for an Interview Worksheet

1

## TELL ME ABOUT YOURSELF...

Create a 2-3 minute talk with these 3 objectives: Help the interviewer know you, like, and remember you.

*You can draw from these topics:*

*Background*

*Education*

*Work / Internship / Volunteer experience*

*Personal life*

*What makes you, you?*

2

## THE 4 LISTS

These 4 lists will help you think through things you can reference and pick from when answering Behavioral Questions during an interview.

You will list 4-5 significant or unique accomplishments and examples that show your character in each of the 4 categories.

3

## COMPANY KNOWLEDGE

Spend time researching the company and role you are interviewing for.

*What does the company do?*

*How do they approach their work?*

*What do you know about the role?*

The worksheet is titled "Preparing for an Interview Worksheet" and is organized into three main sections:

- Section 1:** "TELL US ABOUT YOURSELF..." This section is accompanied by a question mark icon.
- Section 2:** "THE 4 LISTS". This section features a 2x2 grid for organizing information:
 

EDUCATION	WORK
PERSONAL	FAILURES/MISTAKES

 This section is accompanied by a laptop icon.
- Section 3:** "COMPANY KNOWLEDGE". This section is accompanied by a magnifying glass icon.

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## TELL US ABOUT YOURSELF...



## THE 4 LISTS

EDUCATION

WORK

PERSONAL

FAILURES/MISTAKES



## COMPANY KNOWLEDGE

