

# Interview Preparation



## Keys to Success

### **Make your Military Experience Relatable**

The average civilian interviewer does not understand the ins-and-outs of Military jobs. So, it is your job to translate your military experience in a way that the interviewer can understand. Before the interview, think about civilian terminology that can relate to your MOS. For example, if you were responsible for a squad, that would translate to management experience.

### **Research Process Improvement Methodologies**

Most large corporations use process improvement methodologies such as Design Thinking and Six Sigma, so familiarize yourself with these terms. You do not need expert experience with these processes, but you must be able to articulate a basic understanding and a willingness to learn. Look closely at your own military experiences and try, where possible, to relate any of your own process improvement examples to the interviewer.

### **Tailor Your Strengths**

Tailor your strengths to the company's needs. As a successful military leader, you have several strengths. Throughout your interview, emphasize the strengths that match up with that company's needs, such as:

- Exceptional maturity and proven leadership skills
- Strong team orientation and team-building skills
- Adaptable, flexible, and marketable
- Highly skilled and quick to learn
- Loyalty and stability



### **Examples Are Key**

You must support your answers with specific examples. Those examples will add depth to your answers and make an impact on the interviewer.

### **Energy and Enthusiasm**

Show the interviewer that you want the job. Would you hire someone who seemed disinterested? An interviewer will not either. You must convince an interviewer that you are excited about the company and the job to land the position.

### **Ask Good Questions**

Questions show genuine interest to an interviewer. Ask well thought out questions about the company, including culture, training, and employees, that demonstrate your interest. Good questions can also help build rapport with an interviewer.

### **Close the Interview**

Do not overlook the close. Make sure the interviewer knows you want the job by closing the interview with final thoughts about why you would be good for the role and company and affirmations of your interest.

### **Additional Resources:**

Recruit Military: Interview Basic Questions

<https://recruitmilitary.com/resource/318-interview-qa-part-1-basic-questions>

Hire Hero's: Top 10 Interview Questions and Answers

<https://www.hireheroesusa.org/top-10-interview-questions-sample-answers/>

Task Purpose: How to Play Up Military Strength in A Civilian Job Interview

<https://taskandpurpose.com/how-to-play-up-military-strength-in-a-civilian-job-interview/>

Virtual Interview Tips & Tricks

[https://www.changehealthcare.com/content/dam/change-healthcare/corporate-site/careers/Fact\\_Sheet\\_Talent\\_Acquisition\\_Virtual\\_Interview\\_Tips\\_ModernHire.pdf](https://www.changehealthcare.com/content/dam/change-healthcare/corporate-site/careers/Fact_Sheet_Talent_Acquisition_Virtual_Interview_Tips_ModernHire.pdf)