MY JOURNEY
JOSEPH'S PEOPLE

Assessment Phase

Dr. Sandy Shurina

The Power of Preparation

ASSESSMENT PHASE

Figure out:

1. Where you are
2. Where you want to go
3. What you want

PREPARATION IS THE KEY

BEHAVIORAL QUESTIONS AT THE INTERVIEW

PREPARATION IS THE KEY

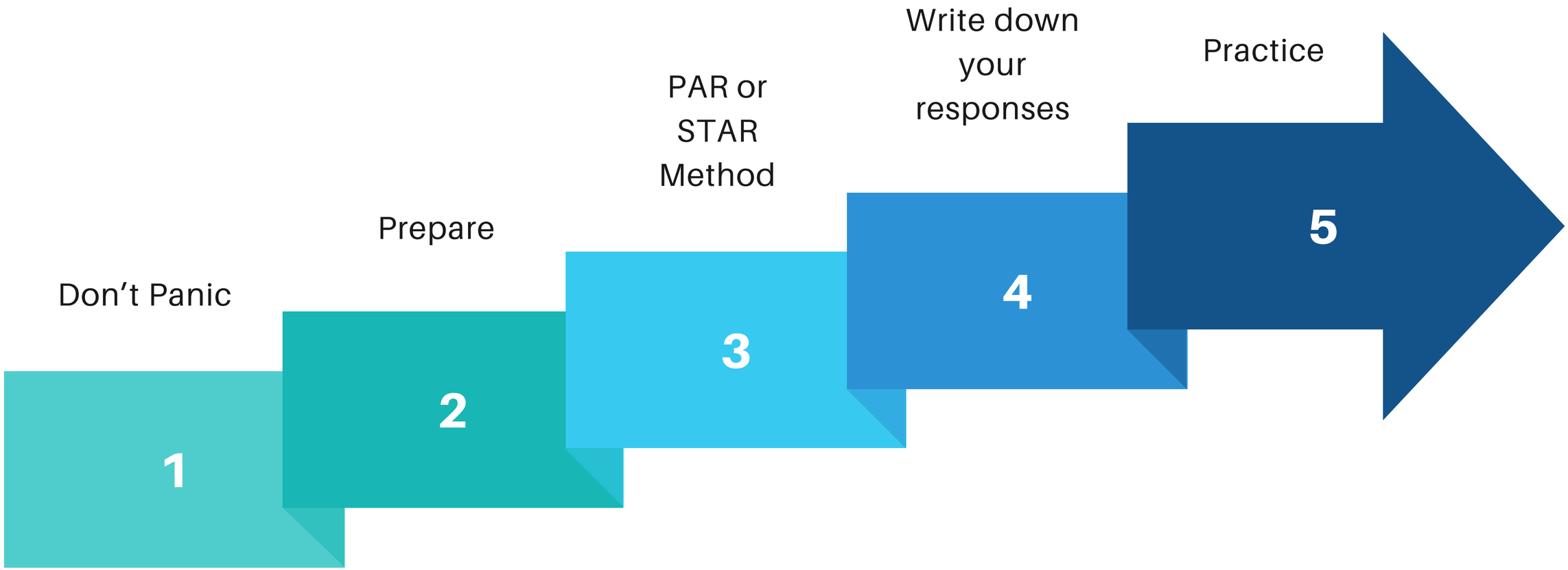
TELL ME ABOUT A TIME....

PREPARATION IS THE KEY

PREPARATION IS THE KEY

HOW TO MANAGE THIS PROCESS ~ NO SWEAT

5-Step Ordering Process



PAR METHOD

STAR Method

1

PROBLEM (Situataion and Task) Set the scene, Who are the players and their relation to you? What happened? How does it relate to the question at hand

2

ACTION: What did you do to fix the problem or handle the situation? Give some specifics here, but don’t get too far in the weeds.

3

RESULTS: What happened? Give some metrics when possible. Did it result in a change in policy? Did the customer walk away happy and recommend you?

SOME TIPS

1	2	3	4	5
Keep your answers short 1-2 minutes	Have 5-6 scenarios that you can use for a variety of questions	Write PAR or STAR in your portfolio that you take to the interview!	Seriously Practice	Ummmm... really, PRACTICE!!

START NOW

Tell me about how you handled a difficult coworker or customer.	Tell me about how your data analysis influenced a key business decision	Give an example of a time when you faced obstacles with a project that you were able to overcome.	Explain your process when you have to manage multiple projects at the same time.	Tell me about a time that you made a mistake at work. How did you handle it.?

WHAT AM I GOOD AT?

Can you help me?

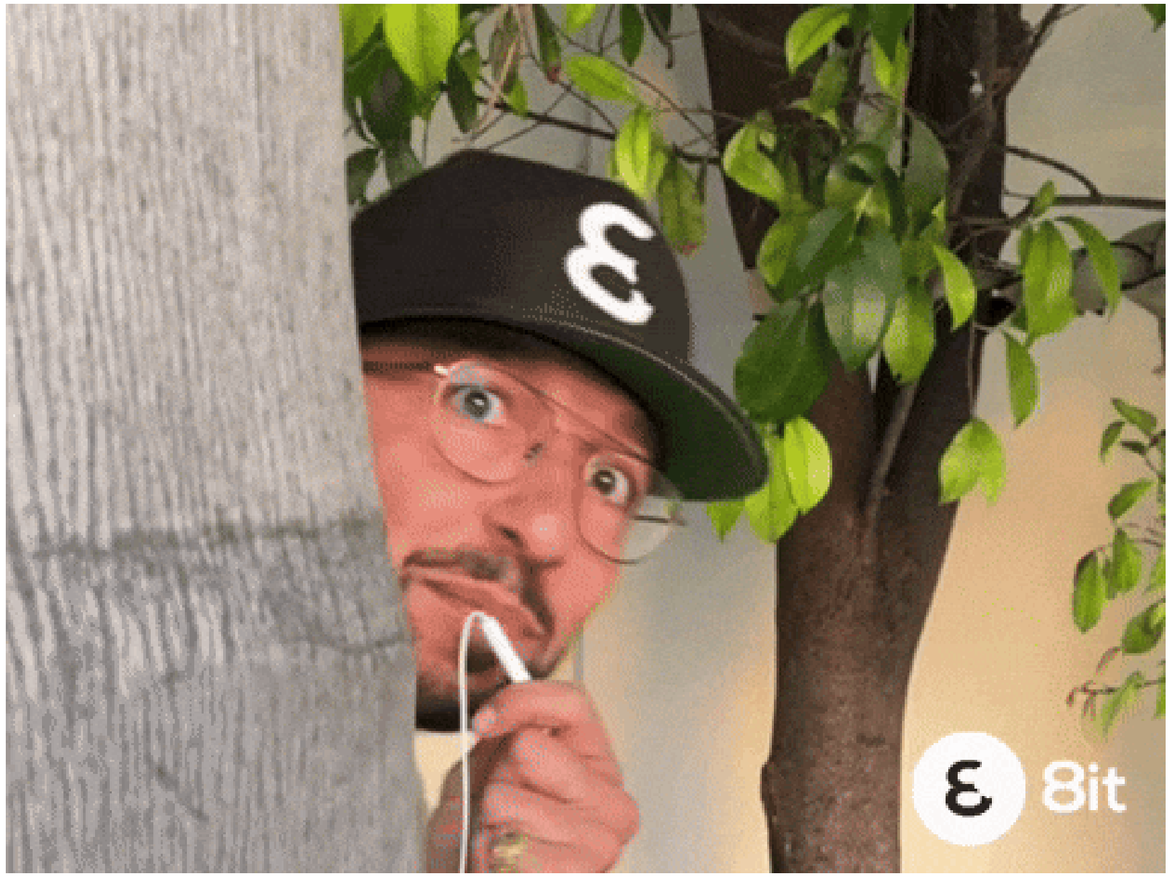
You always know how to....

I can count on you to ....

What are those skills???
This is not the time to be shy.

BLIND SPOTS

What are your weaknesses?



WHAT I WANT IN A JOB

LOCATION

At home, hybrid? Indoors, outdoors? In the public or office?

FLEXIBILITY

Consistent or changing hours? location?

CREATIVITY

Same tasks daily? Opportunity to do a variety of things?

VALUE MATCHING

What are your non-negotiables?

IT'S NOT THAT YOU ARE SOMETIMES LATE

Pick something that you used to not be skilled in, but you improved the skill

Why was it a problem?

Did you determine that it was an issue or were you directed to improve by your supervisor or someone else?

What were your steps to improve?

How is your work life better now that this problem is resolved?

EXAMPLE

Pick something that you used to not be skilled in, but you improved the skill
I was not organized with my data collection

Why was it a problem?
I had to work extra time to find the data to then analyze it and there was missing data

Did you determine that it was an issue or were you directed to improve by your supervisor or someone else?
I did. I was frustrated that I couldn't get it done more quickly

What were your steps to improve?
I researched a method and implemented it

How is your work life better now that this problem is resolved?
I now get my analysis done in a fraction of the time and there are no data gaps

THANK YOU
THANK YOU
THANK YOU
Have A Great Day