

Interviewing with AltaLink – What to expect

- 1) Interview panel of two to three AltaLink team members
- 2) Time frame is approximately one hour
- 3) Behavioural interview

What is behavioural interviewing? It is a form of interviewing that focuses on the past school- and work-related performance of candidates. The interview process is designed to allow candidates to show how they have demonstrated specific competencies in past experience.

So what is different about behavioural interviews? Perhaps the essential difference is that behavioural interviewers ask competency-related questions that focus on past examples of demonstrated ability rather than asking hypothetical questions. In short, they ask 'when did you demonstrate...' rather than 'what would you do if...'. This is based on the fundamental premise that the 'best predictor of future work performance is successful past performance in similar situations.'

In preparing for behavioural interview questions, follow these steps:

1. Read the job description *carefully* (consider, in particular, any special job requirements being sought, such as schooling or licensing requirements).
2. Identify what you think are the key competencies that the company is seeking.
3. Summarize your previous experiences that demonstrate these competencies that you have identified.
4. Remember dates, names, quantities or measurements of success and other details that will convey the situation to the interviewer. (Optional - You are welcome to bring notes, samples of work and/or questions that you want to ask the interview panel)

Steps in answering behavioural interview questions:

1. Give a complete story of an event first.
 - o What were the key points?
 - o What were the results?
2. Be specific about what YOU: Did / Said / Felt / Thought.
3. Separate your actions from the actions of others.
4. Use "I" examples more than "We" examples.
5. Ask for clarification if you're unsure of the question.

AltaLink would like to thank you for your time and wish you luck in your future endeavors.
