STAR TECHNIQUE

An important part of your interview will involve answering questions posed by the interviewer. Your ability to clearly and concisely respond to questions in an informed manner that relates your background to the questions posed will set you apart from others who stumble over questions. The best way to give a perfect response is to tell a story. The STAR method provides a guided approach to using one of your past successes to respond to the question.

**The four steps are:**

1. **S = Situation** (Describe the situation: General/Specific)
2. **T = Technique** (What approach did you use?)
3. **A = Action** (What action did you take?)
4. **R = Result** (What was the result of your action?)

**Keep it positive!**
Plan to develop a comprehensive list of your many successes, especially those that relate to non-classroom activities such as:

- Related Experience
- Technical Interests
- Leadership Examples
- Teaming Activities
- Communication Skills
- Work Experiences

Develop short examples that illustrate your successes in these areas:

**Situation or Task**
Describe the situation that you were in or the task that you needed to accomplish. You must describe a specific event or situation, not a generalized description of what you have done in the past. Be sure to give enough detail for the interviewer to understand. This situation can be from a previous job, from a volunteer experience or any relevant event.

**Action You Took**
Describe the action you took and be sure to keep the focus on you. Even if you are discussing a group project or effort, describe what you did—not the efforts of the team. Don’t tell what you might do; tell what you did.

**Results You Achieved**
What happened? How did the event end? What did you accomplish? What did you learn?

**Sample Interview Questions**

1. Tell me about yourself.
2. What interests you about the job/organization?
3. What are your strengths?
4. What are your weaknesses?
5. Do you prefer to work by yourself, or with others?
6. What are your career goals or future plans?
7. What are your salary requirements?
8. Do you have any questions for me?
9. How has your education prepared you for this position?
10. What qualifications do you have that relate to the position?
11. What new skills or capabilities have you recently developed?
12. What motivates you in your work?
13. What qualities do you find important in a coworker?
14. How does your previous experience relate to this position?
15. What did you like most/least about your last job?
16. Who may we contact for references?
17. Where do you see yourself in five years?
18. How will you judge yourself successful?
19. How does this job fit into your career plans?
20. What do you expect from this job?

Sample Questions to Ask Employer

1. Can you describe a typical work week for this position?
2. What other positions and/or departments will I interact with most?
3. How will my performance be evaluated?
4. How much decision-making authority is given to new employees?
5. What are the opportunities for advancement?
6. Are there opportunities for additional education and/or professional development?
7. Why did you choose to work for this organization?
8. How would you describe the culture of your organization?
9. What makes you different from your competitors?
10. What are the next steps in the hiring process?