

# Strive to Thrive

## Career Tips For Ted Rogers School Students

These reports leverage the expertise of BCH staff to share best practices for students & alumni.

Updated September 2024

### Preparing for In-Person Interviews

In-person interviews allow employers to connect with you face-to-face. They are typically scheduled after an initial screening and this type of interview involves a discussion with a recruiter and/or hiring manager and it helps them assess your suitability for the role you have applied for.

This in-person setting can offer an employer a more immediate and tangible evaluation of you compared to a virtual interview. You should expect a mix of general, behavioral, and situational questions that will help them know you better and explore your background, experience, and unique skills.

### Why Might an In-Person Interview Be Preferred?

An in-person interview allows an employer to evaluate you on an overall level, including your non-verbal cues and body language. Other benefits include:



**Improved Communication:** In-person interviews allow for better rapport and communication with the employer. You can focus more on the conversation and pick up details and insights that you may miss during a virtual interview.



**Minimal Interruptions:** Virtual interviews can be distracting due to background noises, visuals, and technological disruptions. These distractions can impact your confidence and performance during an interview.



**Memorable Experience:** In-person interviews allow you to showcase your skills and observe the workplace culture and office environment firsthand.

### TOP TIPS for Preparing

#### Plan Accordingly

**Dress/Attire** - decide what to wear for the interview the day before to save time the morning of the interview. Choose a professional outfit that is appropriate based on the organization the interview is being conducted with. Make sure the clothes do not have any stains and are free of any wrinkles or wear and tear.

**Travel Route** - map out traveling to the location where the interview is taking place. When taking public transportation, see if there are any potential delays or detours that need to be made. If driving, make sure to review the parking situation, whether it be on-site or public. Organizations with on-site parking at times will provide instructions on parking. Always prepare to be there at least 15 minutes early.

**What to Bring:** Prepare and gather items that you plan to bring with you including a printed version of your resume and cover letter, a pen, and a notepad to take notes during the interview. Consider putting everything in one bag or backpack.

## Anticipate Questions and Plan Your Answers

**Research the organization** - conduct your own research on the organization by visiting their corporate website and finding a few recent news articles. This will provide you with some valuable information and insights that could be discussed during the interview (this demonstrates your interest in the role and the employer).

**Review the Job Description** - expect to be asked about the role and why you are interested in it. It is important to understand the expectations of the role and learn about the skills and qualifications that are required to be successful in the role.

**Practice Your Answers** - take the time to conduct a mock interview with someone from the BCH team to practice your answers to common interview questions. Come up with responses that highlight how your skills and experiences align with their expectations as described in the job description.



### Common Generic Questions:

- Tell me about yourself (Click [here](#) to access Hub Insights report)
- What are your strengths & weaknesses (Click [here](#) to learn how to assess your strengths)
- Why are you interested in the role/organization?
- Where do you see yourself in 3/5/10 years?



### Common Behavioural Question Topics:

- Working under pressure
- Time Management
- Goal setting
- Conflict with a team member
- Mistake Correction

**Prepare questions to ask the interviewer(s):** Interviews are a two-way street. You should prepare thoughtful questions to ask the interviewer. These questions should be challenging and of interest to you.

## Be Authentic

Be professional, but be yourself; be prepared, but be truthful in your answers.

## Be Enthusiastic

Show your excitement for the opportunity that you are being interviewed for - it will go a long way during the interview. Be positive, smile, maintain strong eye contact, and create a strong presence so that interviewers will remember you.

## Be Professional

Showcasing professionalism throughout the interview is imperative. Avoid being too casual, never use slang or inappropriate language, and do not share anything too personal. Do not speak negatively about any of your previous employers.

## Be Comfortable with Silence

Silence can feel awkward at times, but asking for a bit of time to think about your answer before responding will allow you time to collect your thoughts.



**A FINAL THOUGHT** - practice, practice, practice. Practice gets you closer to a more professional, well-articulated interview experience, you will feel more confident by being prepared - the effort will pay off!

## Learn More for Free



### Hub Insights: Behavioural Interview

Behavioural interviews are the most common type of interview you will face. Learn more about what employers are looking for [here!](#)

### Hub Insights: Job Search Strategies

Looking for a job and don't know where to start? [Here](#) you can a breakdown of job search strategies to help you on your journey.



These reports leverage the expertise of BCH staff to share best practices for students & alumni.

**Looking For a Job? Don't Know Where To Start?**

**Here is the Five-Step Process for Initiating Your Job Search**

Job searching can feel overwhelming, but don't worry you are not alone!

This report will guide you through the job search process and show you how to access the hidden job market. To be successful in your search, we recommend you break the process down into the

### Hub Insights: Types of Interviews

Understanding the different types of interviews is very important in securing your position. Learn more about the types of interviews [here.](#)



These reports leverage the expertise of BCH Staff to share best practices for students and alumni.

**All About Interviews**

The job interview is an integral part of the recruitment process. However, the interview process itself will be subject to much variance and will not be the same from company to company or job title to job title. Having said this, there are aspects and trends within the interview process that are similar. A strong understanding of these aspects and trends will be a great advantage to you and your job search. The ability to perform well during an interview and to portray a positive impression is key to your success.

## Visit the Business Career Hub

### Employer Events

Interested in expanding your network and meeting industry professionals? BCH organizes and hosts many industry events - refer to your 'Careers Newsletter' or visit [here](#).

### Bootcamps/Prep Programs

Microsoft Excel - Financial Modeling - VBA - Tableau - PowerBI - Ace This Case Capital Markets - R - Python  
[Click here to register for current bootcamps.](#)

### Coaching & Mock Interview

For career coaching, interview prep and more, [schedule a 1:1 appointment](#) with a Career Consultant or a Co-op Coordinator.



[TedRogersBCH](#)



[Business Career Hub Website](#)



[TedRogersBCH](#)



### Staff Contributor Daniel Leone

Daniel is a Co-op Coordinator with the Ted Rogers School of Management with over six years of experience working as a Campus Recruiter for organizations such as PwC, Deloitte, and Qwestrade. His passions focus on understanding how to build and utilize professional relationships to better position yourself in the workforce.



### Student Contributor Antonio DiVincenzo

Antonio is a Marketing Management Co-op student working as a Project Coordinator for Hub Insights on his first work term. With a strong interest in competitive gaming, he uses his spare time competing on TMU E-Sports R6 team and wishes to pursue a marketing career within the E-Sports industry.