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# How to Succeed at Your Young Enterprise Company Interview

Your interview counts towards a significant part of your company's overall score and is an excellent opportunity to demonstrate what you have achieved as a team throughout the year.

It is also a great opportunity for you as individuals to practice an important skill: *interview technique!*

Below are some hints and tips to help you and your company to prepare and succeed at your company interview.

**Good Luck!**

## 1) Preparing for your Interview

- **What to expect?**
  - Think beforehand about the questions the interviewers might ask you
  - What are they likely to be interested in hearing from you about?
- **What are you going to say?**
  - Reflect on your year and be prepared with some answers
  - Think back to what you have achieved, difficulties you have overcome, what you have learned, what you would do differently
- **Who will answer?**
  - Decide amongst your colleagues a rough plan of who will answer what questions eg, finance related questions to Finance Director, marketing/sales to Marketing Director
  - Decide how you will handle questions if the desired person is not at the interview.
  - Remember: Not all of your company will be at the interview so it's important to share your experiences as a group as part of your preparation.

## 2) During the Interview

- **Communication is key!**
  - Talk clearly and confidently
  - Remember the importance of good body language, eye contact and a smile!
- **Nerves**
  - Remember, there are no right/wrong answers as the questions will generally be about your experiences
  - The interviewers want you to do well; they won't be out to trick you!
  - The better prepared you are the more likely you are to keep calm in the interview
  - Work as a team, if you feel someone else needs help then support them
- **Keep Focussed**
  - Be concise/don't waffle - each interview slot is less than 10 minutes long!
  - Structuring your answers can help make sure you give the fullest examples – Remember STAR
- **Make yourselves stand out**
  - How do you want your company to be remembered by the interviewers?
- **Key points**
  - Stress what you have learnt and what you think you can bring away from the experience
  - You won't have long but make sure you don't miss out the important information. Remember the interviewers can only assess you on the answers you give.
- **Be prepared**
  - Make sure you know your stuff. Have some top line figures to hand eg: sales and profit

## 3) Best Practise Hints & Tips

- **First Impressions Count!**
  - Dress Code – make sure you dress appropriately
  - Punctuality - do you know where you are going and how long it will take to get there?
  - Remember to turn your mobiles off!
- **Work as a team**
  - Support each other throughout the interview but be careful not to talk over each other
- **Shine!**
  - This is your chance to demonstrate what you have achieved throughout the year. Don't be afraid to blow your trumpet!

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## STAR!

If you are asked to talk through an example or situation it can sometimes be helpful to think of the STAR answer technique which can make sure you don't miss out any of the important evidence the interviewer is looking for.

Remember they can only assess you on the information you give them!

### Situation

**Briefly describe the situation you were in. This helps the interviewer understand what was happening.**

### Task/Target

**Describe what it was you were to do or what you were aiming to achieve.**

### Action

**Describe what you did, how you did it, why you did it.  
This is arguably most important part of your answer as it shows your actions and abilities!**

### Result

**What happened? What was the outcome?  
Results can be anything from achieving a goal, or hitting a target to getting positive feedback or learning something.**