Mock Interview Questions – To be completed prior to appointment

* List motivation, competency and other questions you would like to be asked in the mock interview and prepare answers for these to practice in the appointment. In the appointment we will discuss the action points about how to develop your answers.

| **Motivation Questions** | Prepare an answer to each using the framework and interview webpage |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| Motivation notes and action points | Click here to enter a date.    Completed |

| **Competency Questions** | Prepare an answer to each using the framework and interview webpage |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| Competency notes and action points | Click here to enter a date.    Completed |

| **Other Questions** | Prepare an answer to each using the framework and interview webpage |
| --- | --- |
| 1 |  |
| 2 |  |
| Notes and action points | Click here to enter a date.    Completed |

|  |  |
| --- | --- |
| Delivery Notes and Action Points | Click here to enter a date.  Completed |

* + - * Score your prepared answers using the criteria below prior to your appointment
      * For each criteria start at column 1, if you do not tick anything in column 1 then move to column 2, if you tick all of the boxes in column 2 then move on to column 3 and then column 4. (You can type yes if easier than ticking.) Contact [studentservices@le.ac.uk](mailto:studentservices@le.ac.uk) if you have any questions about completing the form.
      * You should aim to score 4 in all areas. Prior to your appointment use the [Interview guidelines](https://le.ac.uk/career-development-service/interviews-and-assessments/interviews) and this preparation form to develop your answers
* You must bring this document to your appointment. In the appointment we will practice & evaluate your answers & look for development areas.

| **Criteria** | **1 - Significant development required** | **2 - Satisfactory – some development required** | **3 – Good** | **4 – Excellent** | **Score** |
| --- | --- | --- | --- | --- | --- |
| **How to score** | If one or more of these boxes are ticked then score yourself 1 | You must meet all criteria 2 to score 2 | You must meet all criteria in 2 and 3 to score 3 | You must meet all criteria in 2, 3 and 4 to score 4 | **/16** |
| **Motivations** | Provides surface answers  Provide generic answers  Repeats basic information from public sources  Lacks structure and/or logic  Not demonstrating understanding  No self-reflection | Logical & structured – surface answer followed by understanding  Some self-reflection  Two points provided | Answer provides depth, unique to company  Some understanding of company culture, ethos, values  Good motivating reasons, with thought applied  Good self-reflection | Convincing & thorough understanding of company culture, ethos, values  Excellent self-reflection, clearly aligning to the company  Evidence to back up points  Three points provided |  |
| **Competencies** | Does not provide example(s)  Not discussed what they did in the situation  Result not provided or unrelated to task  Talks theoretically | Answer given relates to competency  Action stage centred around what they did & shows clear evidence of competency being assessed  Some self-reflection | Specific example provided using [STARS structure](https://le.ac.uk/career-development-service/interviews-and-assessments/stars-technique)  Result is articulated well in relation to task  Powerful self-reflection showing learning &/or what they have developed since | Evidence of competency being assessed in multiple ways, articulated with depth showing how they used skill  Strong example & example not overly used in other answers |  |
| **Strengths** | Provide generic answers  Self-reflection lacking or has overly negative connotations | Gives specific example to back up strength(s)  Articulates what they enjoy doing/what gives them energy/what they are good at | Powerful self-reflection  A range of specific examples used to back up strength(s)  Delivery is energised and engaging – showing authenticity of answer | Excellent self-reflection, clearly aligning strength(s) to the role  Examples used are from all areas of life – work, study, hobbies, extra-curricular, volunteering |  |
| **Delivery** | Unclear & appears uncertain  Closed body language  Lacks enthusiasm or energy  Didn’t answer the question | Clear & confident, enthusiastic & energetic  Open/positive body language | Persuasive, powerful, positive language used | Achievement focused and convincing  Consistent across interview |  |

You should aim to achieve a score of 16 before you attend your actual interview**.**