

Insights:

SETTING YOURSELF UP FOR SUCCESS

Interviews can feel overwhelming, and it's natural to feel a little nervous. Your oral examination is an opportunity to showcase your skills, experiences, and what makes you the most qualified for the position. To help you prepare, we've put together some key tips on what to focus on during your oral examination interview. While notes and resources are not allowed during the exam, these tips are intended to guide you in highlighting your knowledge, skills, and abilities that can help you demonstrate your potential for success in the position.

Tips for Your Oral Examination

- **Remember This is a Test:** Notes and other resources cannot be used during the oral examination—answer questions based on your own knowledge and experience.
- **Be Clear and Concise:** Answer questions directly and avoid long-winded responses.
- **Pause Before Answering:** Take a moment to gather your thoughts before responding to ensure a clear and focused answer.
- **Seek Understanding if Needed:** If you're unsure about a question, ask for it to be repeated to ensure you fully understand before responding.

Tips for Talking About Your Education

- **Highlight Relevant Coursework:** Mention specific classes, projects, or research that directly relate to the role you're applying for.
- **Discuss Practical Applications:** Explain how your education has prepared you with the skills and knowledge needed for the position.
- **Connect Education to Career Goals:** Show how your educational background aligns with your career path and the job opportunity.

Tips for Relating Your Experience

- **Review the Job Description:** Reference specific skills or responsibilities listed in the job description and connect them to your past experiences.
- **Share Relevant Examples:** Provide concrete examples of how you've successfully handled tasks or challenges similar to those in the role.
- **Highlight Transferable Skills:** Even if your experience isn't directly related, emphasize skills like communication, leadership, or problem-solving that apply universally.

Tips to Demonstrate Knowledge, Skills, and Abilities (KSAs)

- **Highlight Relevant Skills:** Emphasize how your abilities and experiences make you a strong candidate for the position.
- **Use the STAR Method:** When sharing examples, structure your responses by explaining the Situation, Task, Action, and Result.
- **Showcase your KSAs:** Review the job description and identify where your past experience aligns with the specific knowledge, skills, and abilities required.

