V.2.0 Interview to Land!

eLoft | CAREERS
JOB SEARCH SKILLS THAT WORK

A division of The Career Loft Inc.

Course Overview:

This 140 min course is ideal for job seekers looking for high quality advice to prepare them for interviews whether it's for a part-time, co-op, summer, internship or a full-time position. The course prepares them for several types of interview (e.g. Skype/Video, Panel, One-On-One, Phone, Technical, Casual/Meal etc.), common and unconventional questions, behavioural based interview methodology and using the STAR method to respond, scenario-based questions, tests they can expect, questions to ask in the interview and best practice preparation and follow-up strategies. We'll share tips on managing first impressions, body language and building rapport. Job seekers will walk away from this learning experience ready to perform at their best and land that job!

Lay the Foundation (Units 1 - 3)

- Unit 1 – What is an Interview and the key to success? (7 Min)
- Unit 2 – Top Interview Blunders to Avoid (6 Min)
- Unit 3 – Top 4 Questions to Ask Before the Interview (4 Min)

Build Your Knowledge (Units 4 – 6)

- Units 4 and 5 – Types of Interview: (6-7 Min each)
    - Phone, Skype/Video, Face-to-face, Panel, Technical, Casual/Meals
- Unit 6 – The Typical Selection Process (8 Min)
    - Number of Interviews, Psychometrics/Tests, Case Studies, Presentations, Assessment Centres, References

Build Your Skills (Units 7 – 15)

- Units 7 and 8 – Typical Questions and How to Respond (13-16 Min each)
- Unit 9 to 11 – Behavioural Questions / STAR Response Method (4-12 Min each)
- Unit 12 – Scenario-based Questions (6 Min)
- Unit 13 – Curve Ball Questions (11 Min)
- Unit 14 – Preparing Your Questions (9 Min)
- Unit 15 – Body Language – What Does Yours Say? (4 Min)

Final Prep (Units 16)

- Unit 16 – Final Preparation (8 Min)

Prepare to Land! (Units 17 – 19)

- Unit 17 – First Impressions (4 Min)
- Unit 18 – Perform at your Best! Final Tips for Success (8 min)
- Unit 19 – Follow Up and Managing References (7 Min)

Course facts and features:

- Designed by career development professionals with expertise in both interviewing and coaching thousands of job seekers and entrepreneurs across multiple industries and professions

- On-demand and self-paced to suit any schedule

- Courses available 24/7, 365 days a year on any device with an internet connection

- Stop, start, pause at your convenience

- Built in gamification awarding badges, levels, points and completion certificates

- Total time: approx. 140 minutes over 19 units

- Includes 11 quizzes, 8 worksheets/documents and lots of additional resources and information

- Opportunity for learners to maximize their chances of success.