Interview Structure (Fit)

Small Talk/Introduction
Engage in small talk with the interviewer to establish conversational rapport. Interviewers often begin with an introductory question of, “How are you?” Calm your nerves and answer without being unduly stiff. Engage the interviewer in a short back and forth conversation if possible. Be conscious of the interviewer’s style, and try to mirror it.

Fit / Background Questions

Your story (about 3 min long): Does the story all tie together?

- Make sure to include the “why” of the decisions you have made
- Have at least 3 well-thought out reasons for the “Why this organization” question
- Examples: Tell me about yourself. Walk me through your resume. Why consulting? Why us?

Situational / Behavioral Questions

What do you have that others don’t?

- Every response should contain a specific example to support claims you make
- Try responding to each question in the form of: Context – Action – Result – Takeaway
- Answer should be between 1.5 – 3 minutes long

Study the job description to identify qualities they are looking for. Examples include:

Leadership  Teamwork  Creativity  Problem solving  Communication
Analysis  Ambiguity  Persuasion  Handling pressure  Multi-tasking  Weakness
Role model  Significant Failure  Difficult team member  Ethical dilemma

Technical / Case / Stress Questions

Can you do this job (under pressure)?

When you get a case question, the most important step is to compose yourself and organize your thoughts. You may find yourself in a discussion that is very industry-focused so make sure to research key trends and issues of the industry in advance.

Examples include:

- “We have a client in the food industry with declining market share..” (Consulting)
- “Tell me about a TV commercial you recently saw that was effective, and why?” (Marketing)
- “Pitch me a stock.” (Finance)
- “What are the main opportunities and threats facing the X industry?” (Industry)

Questions for the Interviewer

While it’s good to prepare some questions in advance, good interviewees ask questions relevant to the topics discussed in the interview. Ask questions that you are genuinely curious about the answer for. Don’t ask questions that can be researched.

Conclusion
This is the last chance to mention things that you didn't have a chance to bring up earlier. Take time to express enthusiasm for the position. Send the interviewer a thank you note the next day.