

# interviews

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There are various forms of interview, each with different types of questions. We focus our approach on your skills, experience and behaviours, so you'll be asked for examples of how you approached different situations, drawing on experience from work, study or home. We won't ask hypothetical questions or take you through a systematic review of all of your experience to date. We'll ask you to summarise what you've done, what worked and what didn't, and on what you've learned in the process.

While each interview will be as different as the vacancies are themselves, preparation is vital. The following 12 points may seem obvious but giving them some consideration will give you the sort of confidence that will help you respond to those questions for which you really can't prepare:

1. **Make sure that you can talk confidently about everything on your CV.** Read it thoroughly before you come and see us, we certainly will.
2. **Look at the vacancy details again - and think about what we're looking for.** Review your skills and experience and see if there are examples for each. Sometimes role specifications sound demanding, but don't avoid talking about areas that you would like to develop.
3. **What will you bring to the role?** How close do you feel the match is? Do you have any development needs that affect your suitability? You need to challenge yourself on the question of whether you're the right candidate for the role, and be prepared to justify your assessment.
4. **How does the role fit into your career plan?** Will the role create more career opportunities rather than less? What are your career aspirations? All obvious questions but central to our decision-making. Think about them all.
5. **If you don't work for us already, learn a little about our business.** Our corporate website [[www.stwater.co.uk](http://www.stwater.co.uk)] is a great place to start. Remember that we're not looking for incredible insights into our business, just a sense for what we're doing and what we think is important.
6. **If you do work for us, make sure that this becomes an advantage.** Do you understand what our business objectives are, what our current priorities are and critically, how you contribute to these now or will do?
7. **Think about the questions that you want answers to.** These will help you to assess whether this particular role and our business is right for you. We understand that it might not always feel that way, but an interview should be a two-way process.
8. **Don't avoid talking about a time where you experienced difficulties.** This could be when you weren't happy with a role or responsibility. Try to think in terms of what you took from the experience and how it helped you move forward.
9. **SOAR.** Using the SOAR model may help you to structure the way in which you think about or explain the sort of examples that we are looking for at interview. What was the situation [S], what options were available [O], what actions did you take [A] and what was the result [R].
10. **Here's the difficult one - be yourself.** It's important that you're honest and accurate - it's critical that we get the matching process right. Unnatural behaviour can't be sustained! No matter how much advice you receive on fine-tuning body language, ignore it because we will.
11. **Think about the logistics.** Do you know how to get to the interview location? Do you need directions? Do you know who to ask for when you arrive? Arriving in good time before an interview will help you to relax and allay any nerves or apprehension that you might feel.