

WAE



Digital

Be a Winner.....

Starting soon...
@ 6 pm

**Placement
Preparation
(7 Days)**

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WAE



Digital

Be a Winner.....

presents

Live Training of 7 Hours on Placement Interview Preparation

by



Mukesh Vyas

1-7-June
6-7-pm daily

on

You Tube

MOST IMPORTANT QUESTION:

TELL ME SOMETHING ABOUT YOURSELF?



First Step Towards your job

STRUCTURING YOUR ANSWER AS A FRESHER

- Name & your area of work (Apart from this use 1 line to describe your strength indirectly :
 - I am a confident person, always seek out challenging environment to prove myself.
 - I am a thinker and put a thought before execution.
- Technical Skills
- Part time Projects / Volunteer Work
- Hobbies
- Achievements (School, College, Training)



POINTS TO REMEMBER

- Be Honest
- Be Positive
- Don't mention any negative points or anything you can't do.
- Give Examples
- Prepare your own answer
- Do your homework



Practice makes Perfect –
Be a Manav

DURING THE INTERVIEW



- **Handshake:**
 - It tells a story about each person.
 - Avoid the light delicate handshake
 - Avoid the powerful over-the-top controlling handshake.
 - Professional handshake is a firm, full-handed handshake with members of both sexes
- **Prepare but don't memorize: Use PSR Approach**
 - Problem (1 or 2 Min)
 - Solution (1 or 2 Min)
 - Result (1 or 2 Min)

TWO BASIC REQUIREMENTS FOR PERSONAL INTERVIEWS

- **Thoroughly revise your resume**

- Ensure no typo's.
- You are aware of all acronyms in the resume.
- Should be capable of answering all questions related to information available in the resume.
- Customize your resume for the Organization you are applying for.

- **SWOT Analysis**

- Have a complete command on your strengths and weaknesses.
- Should be able to handle all questions on strengths and weaknesses.



TYPE OF QUESTIONS

- Tell me about yourself
- What do you know about our organization?
- What are your greatest strengths ?
- What are your biggest weaknesses ?
- Tell me about something you did – or failed to do – that you now feel a little ashamed of ?
- Sell me this pen?
- Tell me your dream job?

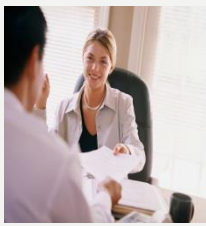
- Mantras

- *Be a Manav*
- *Don't Boast*
- *Don't undermine yourself*
- **Its – How that matters and not What.**



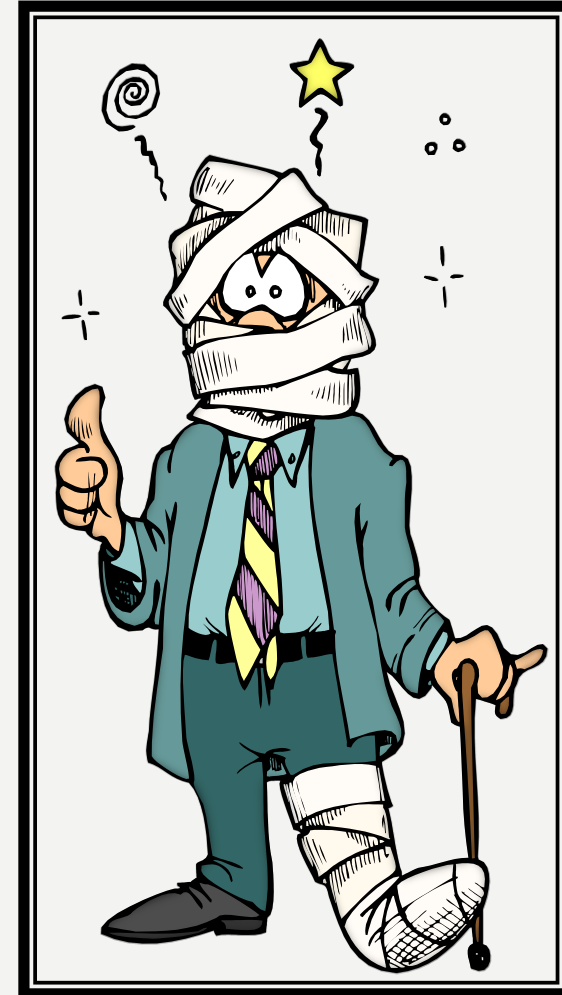
TYPE OF QUESTIONS – CONTD..

- Why should we hire you?
- Where do you see yourself five years from now?
- Describe your ideal company, location and job.
- Why do you want to work at our company?
- Why do you feel that you are suitable for this position?
- How will you remain motivated?



INTERVIEW KILLERS

- Being late
- Inappropriate attire
- Avoiding eye contact
- Being too candid
- Unprofessional behavior
- Being unprepared
- Indifference
- Dishonesty





ACES FOR CRACKING THE INTERVIEW

- Remember your resume/cover letter.
- Relate your qualifications to Company's needs
- Highlight some Projects/internship/Training from your resume to the Company's domain
- Have a list of questions ready for the Interviewer
- Be Confident

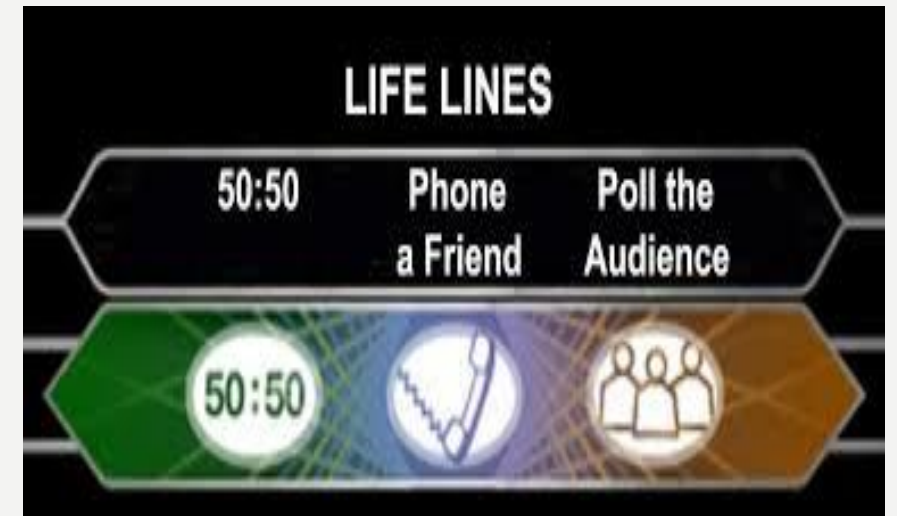


THE RIGHT CANDIDATE



PHONE A FRIEND

- Use your network to try and find a friend of a friend who works in the organization and can give you the insider's view of what it's like working there.
- This can be a lot more informative, and easier to digest, than trying to make sense of the organization's annual report.



KNOW WHY YOU ARE PERFECT FOR THE JOB

- It's really important **to be clear in your own mind** about the knowledge, skills and
- Personal qualities that you possess and that make you the right person for the job.
- Everything else: confidence, good interview answers, strong body language, follows from this.

3 STEP PROCESS TO CRACK INTERVIEWS

- **Step 1:** Identify your key strengths in relation to the job they are offering
- **Step 2:** Recollect & Prepare stories and examples that illustrate your strengths
- **Step 3:** Rehearse talking about your stories and examples

STEP 1: IDENTIFY

- Identify your key strengths in relation to the job they are offering. This simply means looking closely at the information they have sent you (in particular, the person specification and job description) and identifying how you meet the requirements of the job. (For Freshers this is the Pre Placement Talk Session – Details told there).
- If it's clear that they are looking for someone who can show initiative and be determined, you could, for example, present experiences gained through Extra / Co-curricular activities / Internships as strong evidence of these qualities.

STEP 2: PREPARE

- Prepare some stories and examples. Having stories and examples is absolutely vital if you want to come across as a candidate with some depth of experience. The formula to follow for each story or example is:
 - First Sentence: Describe what the problem was*
 - Second Sentence: Describe what you did*
 - Third Sentence: Describe the outcome*

STEP 3: REHEARSE

- **Rehearse, rehearse, rehearse.**

- **Why?**

- *Rehearsing how you will talk about your examples is crucial. Interviews are often stressful and when under stress we can be less articulate than normal. The points you could make confidently and fluently with your friends in the pub won't come to your lips as easily when your palms are sweating and your heart is thumping.*

- **How?**

- Practice describing your examples out loud. This is important because it will:
 - *Help you get used to telling your stories.*
 - *Enable you to test out the exact phrases you want to use.*



