# Signs of a Great INTERVIEW

## VETERANS EDITION



The top 5 questions Author Scott Vedder gets asked about job interviews.

#### 1: What is your <u>best</u> tip for interviews?

Use !@#\$%, the Signs of a Great Interview to tell a story that quantifies and explains why you're a great fit for the job.



- ! Any part of your experience that was "amazing!"
- Defining points, places, dates and things in your career
- # Numbers that quantify and prove your past successes
- **\$** The dollar value of your contributions
- % Figures that easily show growth and results

#### 2: What interview questions should I prepare to answer?

The most important question to answer is, "Can you tell me a story about why you're a great fit for this job?" You can turn any interview question into one simple answer that is responsive to the question and showcases a great story.

#### 3: How can I ensure recruiters will understand my qualifications?

Use Scott's "Smart 5<sup>th</sup> Grader Test" to explain your most relevant achievements. The reality is, most recruiters have about the same understanding of your current job as an intelligent 11-year old.



### The "Smart 5<sup>th</sup> Grader Test" is simple:

- 1. Are you using easily-understood terms?
- 2. Are you broadcasting "good news" only?
- 3. Are you concisely relaying the most relevant information?

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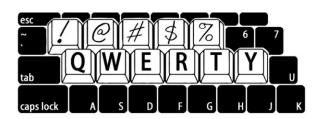
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4: How can I ensure the leadership traits, moral compass, values, and soft skills I've honed in the military come across effectively?

Tell recruiters, "I am a P.A.T.R.I.O.T."



#### 5: How do I follow-up after an interview? Are thank you notes needed?



Immediately after an interview, use the QWERTY system to self-assess the Questions Which Elicited Reactions and prepare your Thank You note. *Signs of a Great Interview* includes a QWERTY card to help you do this.

Take notes about questions you were asked and what reactions your answers elicited. This helps you adapt stories as needed to prepare for future interviews!

Jot down ideas to include in your thank you notes like names and contact information. Send a sincere note of gratitude, mention a relevant skill discussed in the interview, and personalize it so the interviewer remembers even more.

#### Who is Author Scott Vedder?



www.ScottVedder.com

Scott is the best-selling author of *Signs of a Great Résumé: Veterans Edition* and *Signs of a Great Interview*: *Veterans Edition.* Scott conducted over 5,000 interviews as a Fortune 100 recruiter. He now serves as a professional speaker and expert on résumés, interviews, and career transitions. He's been recognized by the White House, leading universities, in international media, and by veteran service organizations nationwide as an expert on military-to-civilian career transitions. Scott offers one-on-one coaching and is available for speaking engagements and consulting worldwide.