

Memorandum

To: Professor Ellis

From: Ashley Silva

Date: March 9, 2015

Subject: Mock Interview Reflection

Today I had my interview at Cohn & Wolfe for the Junior PowerPoint Designer job position. My interviewers were Peterchris Florentino, Aremi Ruiz, and Justin Song, and it lasted roughly 10-15 minutes. Overall, I think I did a good job in answering the questions that were asked. There were a couple questions, however, that I stumbled on answering before I smoothed it out and became more coherent. I also made a few behavioral mistakes that I will need to work on to do better next time.

In answering the questions, I stumbled my words at the very beginning when asked to describe myself in five words and I tried to explain what I meant by those characteristics. So, for future reference I really need to prepare that answer better when it comes to explaining and not making any of the characteristics sound negative. One of my responses was that I was relaxed which caused my interviewer to press further to find out if that meant I was going to slack on the job. My initial response was that, although I was hard-working, I wasn't going to unhealthily stress myself out, which may not have been the most appropriate thing to say. So I backtracked and said that by relaxed, I meant that I wouldn't bring tension into the workplace, that I don't take things personally, and that I can handle a sense of humor.

After I corrected my response, I felt much better and the question that followed I feel were answered well. They were more structured and clear in my intent, and my interviewers appeared to be pleased with my answers. I didn't struggle again until the last question about what state I would get rid of and why. It was a difficult question to answer because, in truth, I don't know enough about each state

to make a strategic decision and I found myself having difficulty collecting my thoughts properly. Then, because the company is supposed to have a fun side, I tried to be humorous in my response, but my choice of words caused a negative from my interviewers. I knew it was a risk, but I was willing to take the risk because I wanted to show that I was humorous and willing to take risks which, again, are things the company prides itself on, so I was trying to appeal to their personality. However, I was unsuccessful, and I believe it was because of my phrasing. Moving forward, I know to try and choose my words more carefully to not get a negative reaction.

In terms of my behavior during the interview, I did well with holding strong eye contact while answering the questions. However, a big mistake during the interview that I took note of while the interview was being conducted was that I didn't give my third interviewer enough eye contact. I was in a similar interview once and I did the same thing. I'm not sure if it was because of the seating positions or if I felt they lacked enough presence, but if in that situation again, I will have to make a strong conscious effort to make equal eye contact with all interviewers.

I will also need to work on keeping my voice at the same volume and maintaining the appearance of confidence. Even though I answered the questions well, as my nervousness sets in, my voice lowers and trails off. I need to learn not to do that. Even if I stumble, I need to try and to keep the volume of my voice up and at the same level. In the end, I would like to think I would get the job given my overall performance in the interview, but due to my rocky start and finish, plus the lack of eye contact with the third interviewer, I think I may have been unsuccessful this time around, and will have to try harder next time.