

Job Interview Tips

Firstly, it is important to be yourself in a job interview, and not be scripted. Recruiters and Employers pick up on this easily, and this can discourage them!

Secondly, preparation is everything, where you will need to try to anticipate the questions the interviewer may ask in regards to the job advert, your experience, skills, competencies and qualification - possibly a mix of technical questions and competency questions, to demonstrate your value - why you.

What is a competency?

Competence is the set of demonstrable characteristics and skills such as knowledge, abilities, skills, experiences, and behaviours.

Preparing for the interview

Preparation and practice will be key... Research the company in detail...

Make sure you know who you will be meeting with? Will it be a panel interview? Once you know this, you can research the interviewer / panel members (LinkedIn and or Google)? How long is the interview scheduled?

Consider the following methodology to help you to answer questions asked - The STAR process:

- **Situation:** An event, project, or challenge faced.
- **Task:** Your responsibilities and assignments for the situation.
- **Action:** Steps or procedure taken to relieve or rectify situation.
- **Result:** Results of actions taken.

Often, the interviewer will ask scenario type questions relating to a key competency and or skills indicated in the job spec or in line with the job / company's core competencies, which you may be asked to respond on or provide examples, so anticipate this.

Google for further industry / technical specific questions you may be asked to help you prepare.

Important, think about your qualification, skills and experience applicability and relevance, to prepare a good answer that you are comfortable with giving.

When interviewing for a technical job expect interviewer (recruiter / employer / hiring manager) to ask a variety of technical questions specific to your qualification, technical skills and knowledge and work experience.

Useful Links to help you prepare!

- <https://www.themuse.com/advice/how-to-answer-the-31-most-common-interview-questions>
- <https://www.themuse.com/advice/interview-translation-what-4-common-questions-really-mean>
- <https://www.projectpractical.com/electrician-apprentice-interview-questions/>

Some questions that may be asked

- **Question: Why did you apply for this role? What 'attracted' you to it?**
- **Question: Why do you want to work for the organisation? What is it about the organisation that is 'attractive' to you and how can you add value?**

Tip: Here are some points to consider:

 - What is your **differentiator**?
 - What is your **value proposition**?
 - What is your **elevator pitch - this will be applicable if asked to 'tell us about yourself'**?
- **Question: What is your salary expectation?**

Tip: Conduct research. Google to see what data is available to help you prepare with your response to this question. Try: PayScale, Indeed, CareerJunction and Careers24.
- **Question: What are your strengths?**

Tip: Think about professional strengths / competencies that will add value to the role.
- **Question: What are your weaknesses?**

Tip: Be honest and choose a real weakness. Provide an example of how you've worked to improve upon your weakness or learn a new skill to combat the issue. Demonstrate self-awareness and an ability to look to others to provide you with the resources necessary for growth. Don't be arrogant and don't underestimate yourself.
- **Question: How do you handle a stressful situation?**

Sample Answer: When I first started working part time as an Assistant to an Electrician, I was given an important job to troubleshoot. The Electrician new it was above my skill level, but he wanted to see if I would ask for help. I looked at the situation with a critical eye, took a few deep breaths, and presented my recommendation to him. I was told that I handle stressful situations well.
- **Question: How would you describe your work ethic?**

Sample Answer: I am a very dedicated and loyal. I saw on your website that you describe your company as honest and transparent, and you go the extra mile for your clients. My work ethic is the same. I am honest, flexible, and come ready to work hard for my employer every day.

My work ethic can be described as reliable, honest, and consistent. You are welcome to speak to my references in regard to my work ethic. I am very proud of my reputation.
- **Question: Tell me about yourself?**

Tip: I hold a technical certificate in electrical engineering.... This is your elevator pitch.

I am very passionate about my work. I perform all my duties carefully to realise outstanding results. If I am given a chance, I will always work diligently and effectively.
- **Question: Do you have any questions for me/us?**

Tip: Yes, you do. This is an important question. It is a signal that you have been listening and paying attention - that you interested in the role.
- **Question: Why are you interested in this job?**
- **Question: What health and safety issues do you think you could be faced with?**

Then, here are an example of specific technical questions that could be asked for an Electrical Apprenticeship / Internship Interview with sample answers.

- **Question: Why do you want to start a career as an electrician?**
- **Question: Tell me about any previous work experience, including working with electricity?**
- **Why did you apply for this specific apprenticeship / Learnership?**
- **Do you plan on continuing your education beyond this apprenticeship? Why or why not?**
- **Why would you make a good apprentice?**
- **Have you ever solved a complicated electrical problem, and did you do it by yourself or in a team?**
- **Describe a time where you applied complex problem solving to work around an issue?**
- **What are your study and learning patterns?**
Scenario Answer: I consider myself to be a visual learner. While I still can learn a process by having it described to me, I think I work much better if I can use my hands alongside a teacher and complete a process together. Learning with action helps me remember each step more meaningfully, and if I can visually establish a process, I find I can refer less to a manual or instructions than if I had studied the process.
- **How important is safety to you while working?**
Scenario Answer: I've witnessed accidents while training that helped me realize the importance of safety during this kind of work. Ultimately, I believe the biggest deterrent to accidents is not policies or instructions, but ourselves and common sense. With that in mind, I am extra careful concerning machinery and standards that I'm still learning how to use and try to give safety margins as much respect as possible. To help myself stay up on current knowledge of safety standards, I frequently attended training meetings in my previous positions.
- **What are some of the duties you have handled?**
Scenario Answer: During my last position as an assistant to an electrician, I helped install many systems using our facilities blueprints, such as telecommunication systems, factory floor machinery, equipment layouts and breakers. In this position, I learned how blueprints functioned under both safety and connection standards. I eventually completed many installations myself and helped with a second opinion concerning troubleshooting and malfunctioning consultation appointments with customers.
- **Describe your troubleshooting process for outage?**
- **Describe your step-by-step process for completing a wire replacement?**
- **What is the most advanced electrical skill you have learned so far?**
Scenario Answer: I am always confident while solving an electrical issue and ensure I provide excellent output. I have learned and gained the ability to interpret and produce written communications. I have all the knowledge needed to handle the electrical installation. Moreover, I'm physically fit and have manual dexterity and good vision.
- **What will you do if you are assigned a task you are not good at?**
Scenario Answer: Electricity is so dangerous and can't be handled anyhow without sufficient knowledge. Therefore, I can't do a task I am not good at on my own; I will take the next step and ask for help from my colleagues, and together we shall work on the task. My colleagues' cooperation will equip me with all the knowledge to handle the job on my own the next time.

- **Question: What will you do when you notice some dangerous exposed wires in your working place?**

Scenario Answer: I will do the first thing to turn off the power from the main switch; this is after I have made sure I am free from water. After that, I will use electrical tape to wrap around the exposed wire until its covered, and this is because the electrical tape does not transmit electricity; after all this, I will turn on the power because it will now be safe.

- **Question: How would you diagnose an electrical fault?**

Scenario Answer: I will switch off the main power box and separate the circuit. I intend to work on it by removing the circuit fuse. After that, I will put it in a safe place to avoid accidental loss. I will then attach a note to the unit to inform everyone; that I am working to keep off. Lastly, I will check if the circuit is not working by using a socket tester or voltage tester for lighting circuits.

- **Question: What is the most important safety concern for an electrician?**

Scenario Answer: Through classwork and work experience, I have learned that the most crucial risks to an electrician and those nearby include electrical burns, fire, and fatal electrical shock. That's why I ensure to use the PPE gear and proper tools to avoid serious accidents, which can endanger my life and those in the surrounding.