

Mock Interview Program

The Department of Career Development is pleased to offer mock interviews to students throughout the year. Participating in this program can help you to improve your interviewing skills and learn more about what to expect from an interview. Please read the following information and follow the instructions carefully. We look forward to helping you develop your skills!

Mock Interview Format

The mock interview will last approximately 20 minutes and will be followed by a review and critique with the opportunity for you to ask questions regarding interviewing. Videotaping is available if interested.

Setting up the Mock Interview

Please contact our office at 585-245-5721 or visit us in Erwin 116 to set up a time for your interview. You will need to complete the form below and submit a resume at the time you schedule your mock interview. You may wish to schedule your mock interview with a counselor you have never met with before.

Preparing for your interview

The Department of Career Development has an excellent handout relating to interviewing as well as a number of resources in our Career Library to help you prepare. Please ask for assistance.

Day of the Interview

Please come dressed as you would for an actual interview. When you arrive please check in with a receptionist. The counselor you have scheduled your mock interview with will be treating you as an actual candidate. Therefore, even if you have met them before they will be acting as if you have not.

Please complete the following and return to our office with your resume:

Name _____ Year _____ Major _____

E-mail Address _____ Phone Number _____

Type of interview for which you are preparing: Graduate School _____ Internship _____

Full Time Job _____ Summer Job _____ On-Campus Job _____ Other _____

If Graduate School, name of School and degree program _____

If full time job, name of Employer and job title: _____

Date of Actual Interview: _____

If you are preparing for specific types of interviews, please provide more information:

For Office Use:

Date and Time of Mock Interview _____ **Resume Attached** _____