



QUESTIONS

Use this section to write 7-10 questions before the interview. Never come up with questions on the spot cause it wont be as polished as you think.

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____

Job Position: _____

Interviewr/s: _____

Salary Range: _____

KEY R&RS

Jot down key points from the job description about the roles and responsibilities - tie this into your skillset.

LEARNINGS

Key words/phases/points of interest from the first round round interview.



NOTES

Leave this section blank for any notes you jot down during the interview.

Job Position: _____

INTERVIEWER

Gather insight on LinkedIn about your interviewer - do your research. What companies did they used to work at, mutuals, how long have they been at current company, etc.,

TIMELINES

It's important that you get a clear understanding on the timeline they have to fill this role and if they are hiring multiple roles at the same time. This will help you know when it's best to follow-up and when you should hear back by.

ALWAYS SEND A THANK YOU EMAIL AND THANK THE ADMIN WHO SCHEDULED THE INTERVIEW.

**Take a deep
breath; you got this!**

