



API INTERNSHIP PROGRAM

Virtual Interview Tips



First and foremost
DO YOUR RESEARCH!

Before your interview:



Review information provided to you about the employer so that you can speak knowledgeably and ask appropriate questions



Prepare questions about the employer and the internship position in question

Sample questions can be:



- What types of tasks will I be responsible for?
- Will I be working in a team or in an independent environment?
- Which days of the week and hours will I be working?
- What is the office environment like?
- Who would be my supervisor/who would I report to?
- Will there be opportunities for me to work on special projects?

PRACTICE



Complete a test call at least one hour prior to your interview.



Make sure your sound and video feeds are working properly.



Make sure your lighting is balanced & that there aren't any glares on your video image.

PREPARE

& Be Punctual



Make sure you have the correct username & profile.



Log on to Zoom at least 5 minutes before your interview.

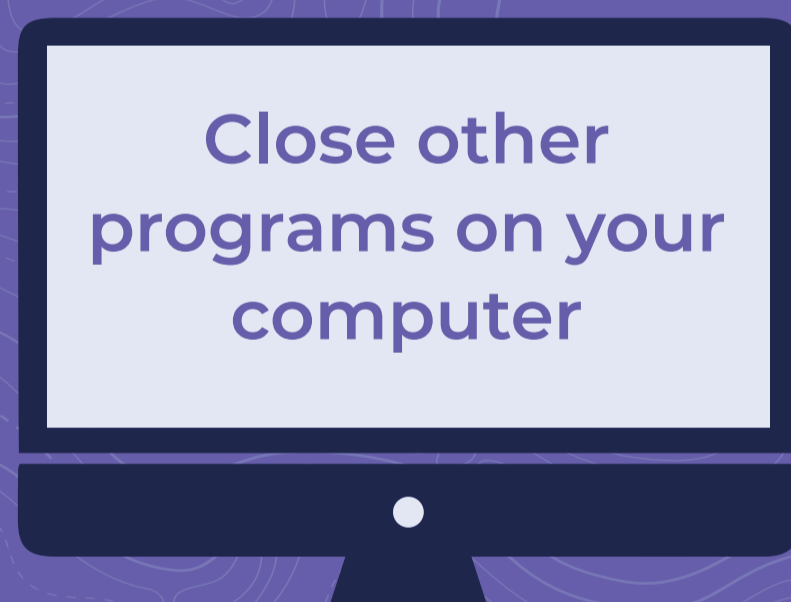


AVOID

using handheld devices for the video interview. If you must use a handheld device be sure to anchor it to a table to avoid unnecessary movement.

CLEAN

Make sure your background is clean and you're in front of a plain wall with limited posters, photos, etc.



Getting notifications during your interview is distracting and unprofessional. Before your interview, make sure all other windows on your computer are closed (especially if they make noise).

DURING YOUR INTERVIEW



Dress neatly and professionally. *This is your first impression; make it count!*



Speak clearly and concisely



Be attentive to your interviewer and ask questions when appropriate

Questions the interviewer might ask:



- Why would you like to intern abroad?
- What are your expectations for this experience?
- How do you describe your strengths and weaknesses?
- Describe any past relevant work experience you have.
- Tell me about a particularly stressful situation you faced in the past year. How did you navigate this situation?
- Do you have any hobbies?

AFTER YOUR INTERVIEW



Thank your interviewer for their time



Ask about any next steps that need to be taken

KEEP IN MIND:



API has reviewed and vetted the quality of your application, the company abroad, wants to interview you. They are aware of who you are and would like to get to know you better.