Job-Help Session 5:

Application Strategy & Behavioral Interview Preparation

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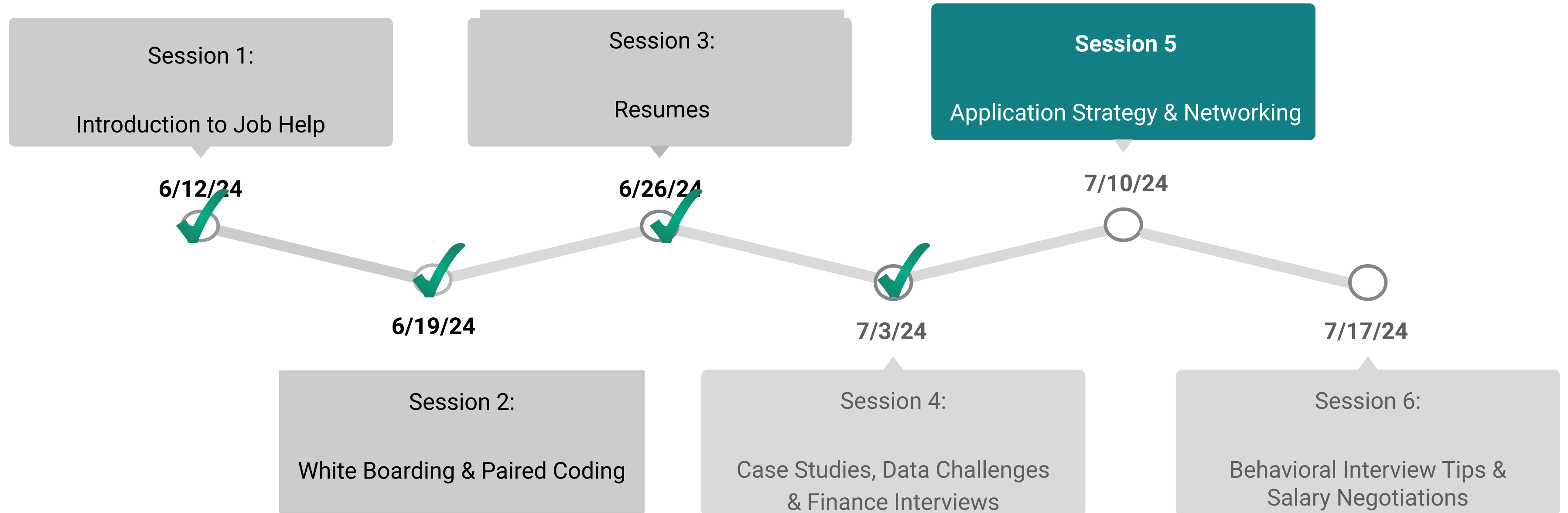Erdős
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Agenda

- Remaining Schedule

- Application Strategy Development

- Interviewing Process

  - Informational

  - Behavioral

  - Interviewing Formats

  - Following up

- Assignment + Next Steps

Job Help - General Sessions

Session 1:

Introduction to Job Help

6/12/24

6/19/24

Session 2:

White Boarding & Paired Coding

Session 3:

Resumes

6/26/24

7/3/24

Session 4:

Case Studies, Data Challenges & Finance Interviews

Session 5

Application Strategy & Networking

7/10/24

7/17/24

Session 6:

Behavioral Interview Tips & Salary Negotiations

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Building Your Application Strategy

Things to consider:

- What is your career choice focus area? *(Data science, Machine Learning, Quantitative Research)*

- How much time can you dedicate to this a day? *(Ideally you want about 15 hours per week)*

- What other resources should you use? *(LinkedIn, Erdos Job-Board, Otta, etc…)*

- What size company should you apply to more than others…? *(1-50; 50-200; 200-1,000; etc..)*

- Where do you want to live? *(Remote, USA, States, etc..)*

- When do you want to start working? *(Target work date)*

Building Your Application Strategy

Keep track and follow up:

- Maintain an excel document with a list of your application submissions

- Catalog your application Q/A's using a word document to speed up the application process

- Meet with your advisor once a month to discuss your progress

Informational Interview Process

Informational Interviews	How to leverage…?	What to expect…?

- A more casual conversation with someone working in industry (think: coffee chat)
- NOT a formal interview with a company for an open role

- Learn more information
  - (role, company, industry, etc.)
- Gain valuable insights or advice
- Get closer to your goal
- Grow your network

- 15-30 mins.
- Prepare questions in advance, prioritize 2-3 based on time

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The Elevator Pitch:

- "I'm an Economics PhD, originally from Pittsburgh, PA. I am passionate about helping companies analyze and use data to better their organizations and improve overall effectiveness. I am proficient and have over 4 years of experience with SQL, Python, and C++. I am currently seeking a senior data scientist position in order to leverage my experience and add value to your team."

- Focus on the following **wave tops**:
  - What do you want this person to know about you…?
    - What's your objective
    - Specific / relevant skills
    - What is unique about you
    - What impact can you make within the organization
    - Keep your pitch to less than 90 seconds

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Interview Best Practices: Behavioral Interviews

What Is a Behavioral Interview ?

- Assess your character traits, abilities, and skills

- How you have handled different workplace situations

- Behavioral interviews can happen at any point the interviewing process.

- Recruiter vs Hiring Team Interviews

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Typical Behavioral Interview Questions

- "Tell me about yourself."

- "Walk me through your resume."

- "Why Data Science / [x company] / [x industry] ?"

- "Give me an example of a time you had to prioritize certain tasks or projects over others."

- "Can you share about a time you had to be flexible or adaptable?"

- "Tell me about a time when you had to be creative to solve a problem."

- "Tell me about a time when you had to explain a complex topic to people with less subject knowledge. How did you make sure everyone could understand you?"

- "Tell me about a time when you collaborated with others who were different than you."

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Typical Behavioral Interview Questions

Recent examples from some of our partner companies

Upstart

- "Can you share an example of when you failed at something important or made a mistake, and what you learned from that experience?"

- "Tell me about one thing you learned from a peer."

- "Tell me about a time when you took the initiative to solve a problem no one else noticed."

- "Could you describe a blog post, podcast, paper, or talk that you have recently come across that relates to your research?"

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- "What is the biggest risk you've ever taken?"

- "Why do you think you could fit in the environment of our company?"

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How to Prepare

- "Tell me about yourself" - Polish your introduction (elevator pitch)

- Consider your strengths (as they relate to the job description) and areas of improvement and opportunity.

- Brush up on company news and industry trends.

- Review the job description.

- Prepare interview stories.

- Use the **STAR** interview method:

  ○ **S**ituation, **T**ask, **A**ction, **R**esult of the situation - PRACTICE THIS!

- Think of a few questions for the interviewer (we share this in Slack).

  ○ Consider who you are meeting with (department, seniority, etc.).

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Interviewing Best Practices & Follow-Up

Interview Formats

Phone
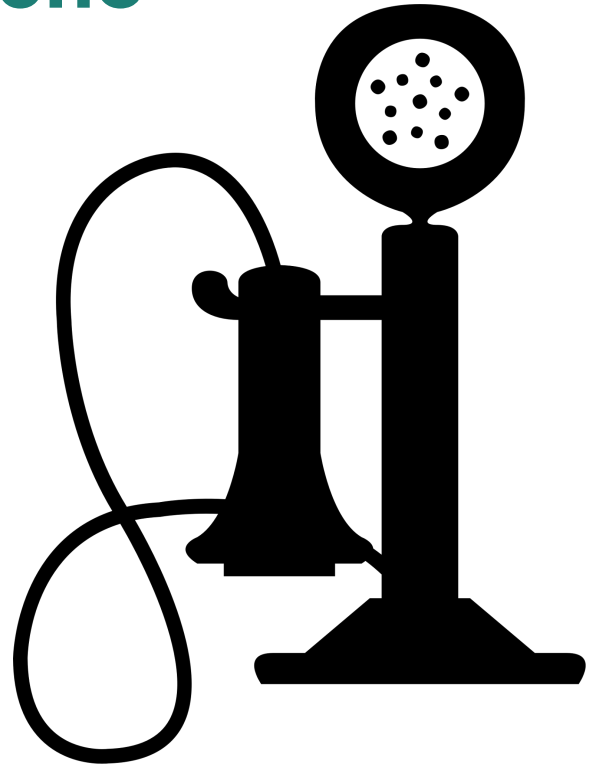
- Identify who is calling whom
- Quiet environment
- Take your time, take notes

Self Recorded

- Test your technology
- Create reference notes
- Typically 1-2 do-overs

In-person

- Arrive early
- Have a copy of your resume
- Dress professionally
- Remain engaged

Virtual

- If you have multiple screens… Consider where are you looking?
- Consider hiding self-view
- Smile and look engaged

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Follow-Up: Etiquette

- **Thank you email**

  ○ Keep it simple and focused.

  ○ Show appreciation for the employer's interest in you + reiterate your interest.

  ○ Don't send the same thank you note to multiple people; write individual, personalized notes.

  ○ Include a follow-up point on something discussed in the interview.

  ○ Verify names and employers when sending multiple letters.

- **When is it appropriate to follow up?**

  ○ When did they tell you they'd get back to you on next steps?

  ○ Ask to connect via LinkedIn.

  ○ Keep communications over email.

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Follow-Up: Email

Dear _____,

I just wanted to thank you for taking the time to meet with me earlier and for the wealth of information you provided me about the [name of role] role and [the organization] during our discussions.
It was great to hear your passion for _____ as well as the partnerships you've fostered along the way. It is clear that _____ has a great working culture, and I am very interested in the role and the work that you/the company are doing.

Please let me know about next steps. I look forward to hearing from you soon, and thank you again for your time and consideration.

Best regards,
[Your Name]

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Follow-Up: Next Steps

- You may be asked to:

  ○ Complete a technical interview, assessment, case study or coding challenge.

  ○ Meet with the hiring manager (the person you will be reporting to).

  ○ Share your **salary expectations** (do your research)

- Keep us informed at: **https://www.erdosinstitute.org/job-help**.

- **Use your Erdős Profile to track your progress.**

- **Inform your Advisor for 1:1 help and coaching.**
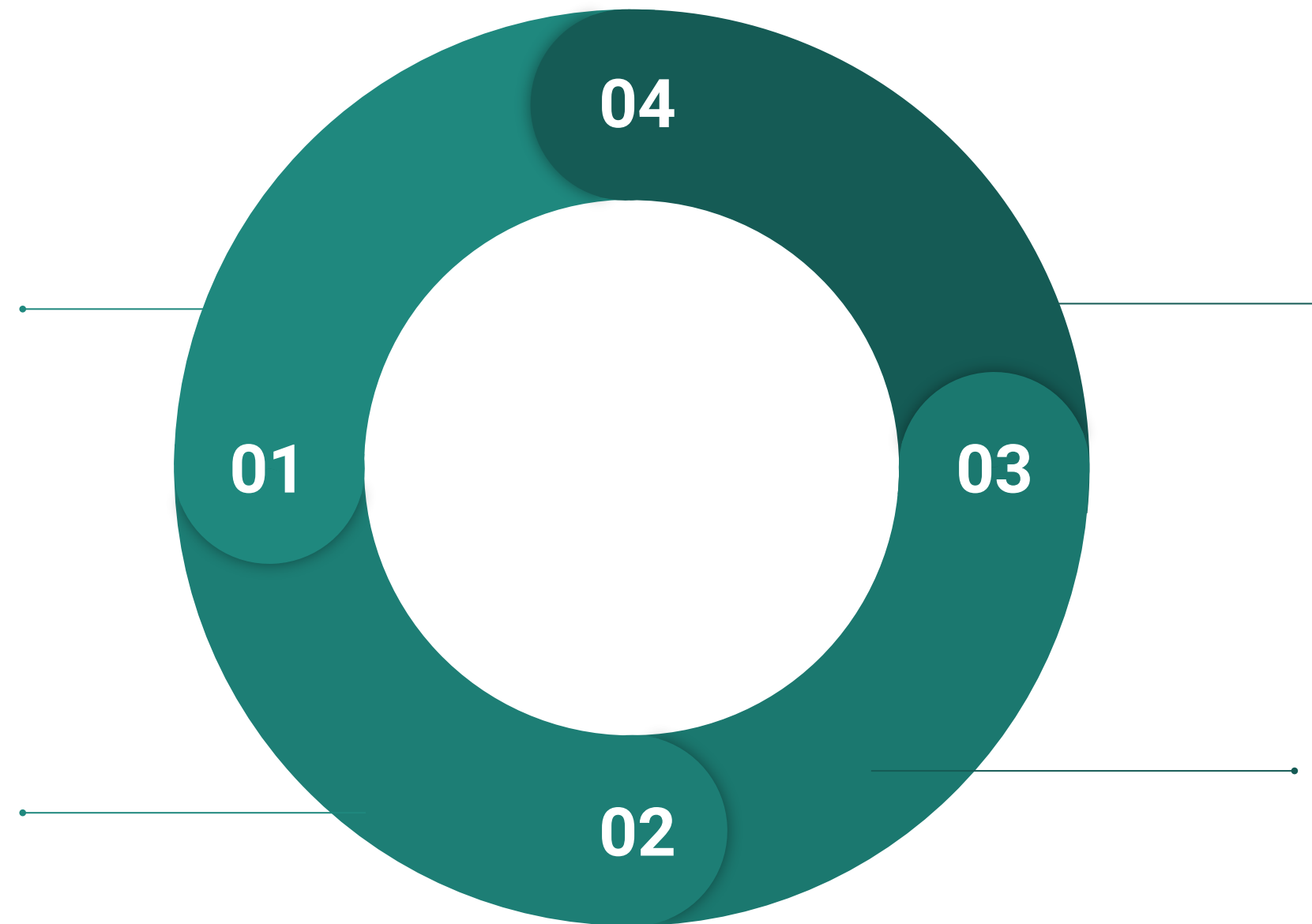
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What Are Hiring Managers Looking For?

Aptitude

- Fit to the Job Description

Your Value to their Company & Job

- What will you bring to them (Profile Statement)

04

01

03

02

Personality ⭐

- Teamwork, leadership

Impact

- Experience, transferable skills

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Assignment
and Next Steps

Assignment: Interview Preparation

1. **Submit** your resume to your Erdős Profile.

2. **Consent** to have your resume submitted to the Partner Companies. (Get your resume into circulation!)

3. **Review** common interview questions prepared by our team.

4. **Inform** your Erdős Advisor of progress and update your Profile with activity.

5. **Practice, practice, practice!!**

Be on the lookout for additional information about our partner companies to help you prep for potential interviews with them.

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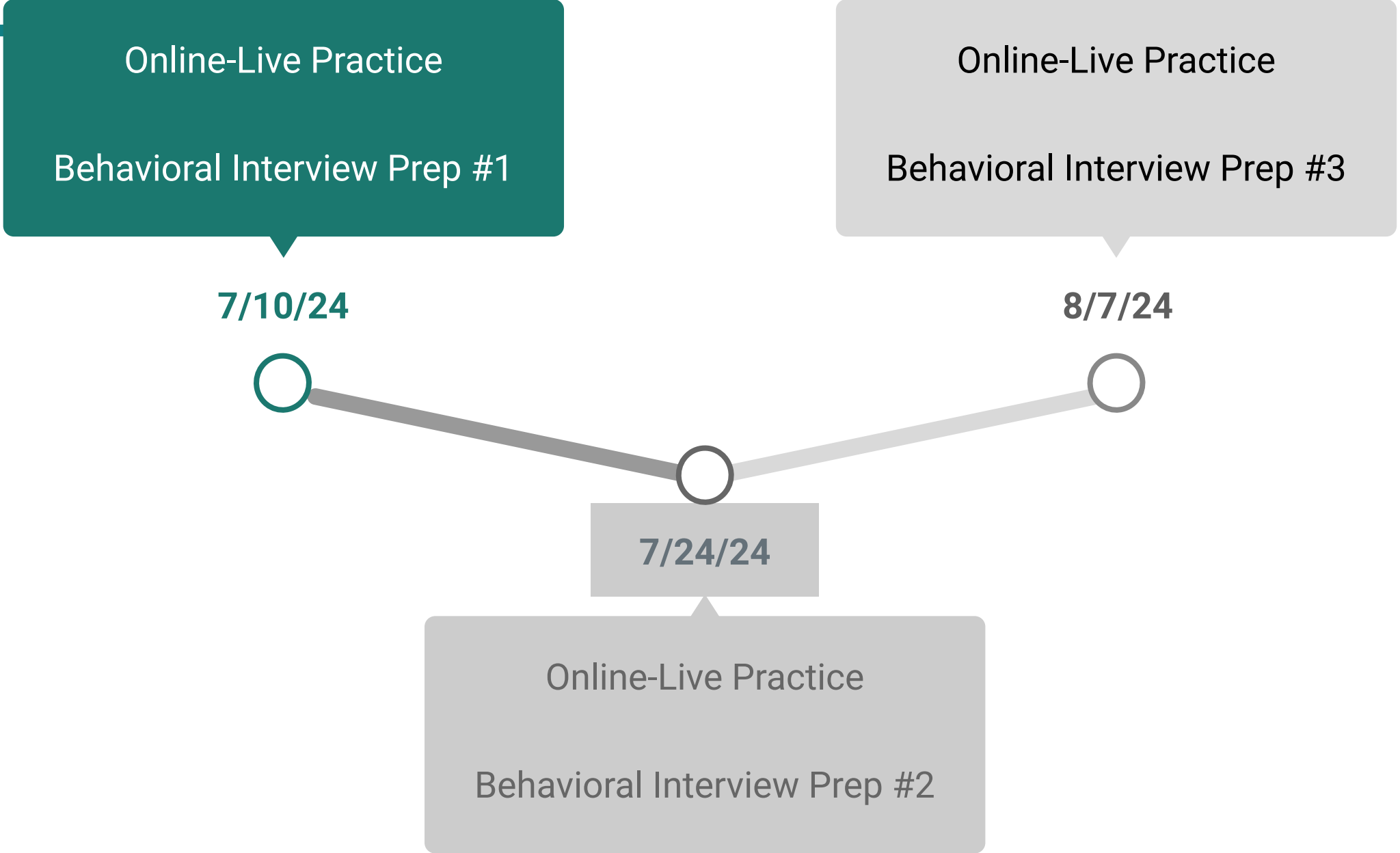# BEHAVIORAL INTERVIEW PRACTICE

Practice, practice, practice!

Our Advisors host Behavioral Interview Practice Sessions in our Gather space.
Small groups, led by skilled advisors will help improve your ability to communicate
effectively. Check Email, Slack and your Calendar for dates and times.

Behavioral Interview Practice (BIP)

Online-Live Practice

Behavioral Interview Prep #1

7/10/24

Online-Live Practice

Behavioral Interview Prep #3

8/7/24

7/24/24

Online-Live Practice

Behavioral Interview Prep #2

- Participate in a mock interview

- Typical steps of the interview process

- Best practices for advancing

- Learn together through shared experience

- **NOT recorded**

- Attend one or more, up to you…!

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What's Ahead

- **Session #6:**
  - Networking and Salary Negotiations
- **Apply to Partner Companies:**
  - Please upload resumes as soon as possible to your **Website Profile**
  - Upload to member companies on the **Job-Help page**

HIRING & STRATEGIC PARTNERS

covermymeds — CoverMyMeds

Upstart — Upstart

SIG SUSQUEHANNA — SIG

Dyneti Technologies

NewAtlantis Labs

MINEDXAI — MinedXAI

cm — CarMax

Aware

eventellect UNIFIED TICKETING — eventellect

EWI — EWI

AndHealth

MOTER — MOTER Technologies

str — STR

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Helpful Resources

- **2021-2022 Orientation Introduction:** https://www.erdosinstitute.org/handbook

- **Foundations Workshop Session #1 (Slides & Recording):** https://www.erdosinstitute.org/job-help

- **Resume development resources:**
  - Pre-phone screen checklist
  - Sample Resumes
  - Job-Help

- **185 Powerful Action Verbs For Your Resume:** Click HERE to see the list.

- **What Hiring Managers Want to Know:** Click HERE to watch the video.

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Questions?