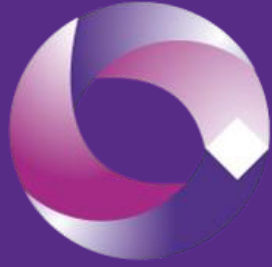




AllanWebb

Support Guide for :
**Interview
Techniques**

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**Your career
development
resource guide:**

Supporting the next step in your career

- **Lets explore the STAR method?**
- **How to use it?**
- **How to prepare for Scenario & behavioral Interview Questions?**
- **Interview Countdown & Checklist**



Lets explore what the STAR method is? And how to use it?

It can be challenging to share an example on the spot.

But with the right preparation and a STAR interview structure, you can have some prepared answers ready to go.

What STAR stands for?

situation, task, action, result:

Situation: Set the scene by briefly describing the situation, challenge, or event you faced.

Task: Explain what your responsibilities were in that situation. What role did you play?

Action: Describe what steps you took to overcome the challenge or address the situation

Result: Share what you achieved through your actions.

How to prepare for a behavioral question, and how you can use this technique

- How do I prepare for STAR interview questions?
- Mastering STAR interview questions is all about preparation and practice. The more you prepare, the better equipped you'll be to use this technique to your advantage.

Almost every job interview has a set of behavioural & competency questions.

They usually start with "Tell me about a time when..." and they can catch job seekers off guard if they're unprepared.

- Known as the STAR interview method, this technique is a way of concisely answering certain job interview questions using specific, real-life examples.
- The STAR method is a technique used to answer behavioural/scenario interview questions in a structured and compelling way.
- Behavioural questions prompt job candidates to give specific examples of how they've handled past situations or challenges.

These Questions may include:

- Tell me about a time you had to change focus & direction part of the way through a project.
- How do you handle collaborative working?
- How do you stay updated on industry & sector knowledge? How would you share this as part of your Team or with individual colleagues?



How do I prepare For a scenario Question?

Highlight the skills and experience required for the role

- Take time to look over the job description and highlight the transferable skill and experience you need to succeed in the role.
- Recruiters will tailor their behavioural questions to find out if you have the right skills for the job.
- If the role you are interviewing for requires problem solving skills for example, you may be asked something like,

“Tell me about a time you faced an unexpected challenge at work. How did you overcome it?”

Use this technique to secure you next position

Reflect on previous achievements

- Using the STAR method, write down specific examples of situations where you demonstrated the competencies relevant to the role you’re interviewing for.
- Your answers should provide concrete and verifiable evidence that shows how you dealt with challenges in the past.
- Avoid vague statements and walk the interviewer through the specific steps you took to achieve your desired result.



How do I prepare for behavioural based Questions

Prepare for common approaches to behavioural Questions

Review popular behavioural interview questions and use the STAR technique to answer them. Popular STAR interview method questions focus on soft skills like communication, collaboration, leadership behaviours or problem-solving.

For instance, you may be asked: “describe a time you disagreed with a team member “or “talk about a time you resolved a work related conflict” what was the issue? how was it resolved? What was the outcome?

Both questions assess your skills in communication, conflict resolution, and problem-solving skills.



Interview countdown & Checklist

Research the company

Interviewers expect candidates to have a good grasp of what their organisation does – meaning your ability to research effectively is essential. Consider aspects like: how big the company is? Key Divisions? and who their main competitors are

2 way experience

Interviews are a 2 way interactive experience, ask as many relevant questions in order to find out the finer details of the position and the company.

Use the Interview to Showcase your Talent

Each question you address will be an opportunity to sell yourself & your experience use this information to showcase your individual brand, unique selling points & strengths



Read the job description AGAIN:

When it comes to interview preparation, the job description is your best friend. Not only will a thorough examination of the duties and required personal qualities help you to understand more about what the role entails – it'll also help you to recognise exactly what the employer is looking for.

Clarify the Interview format:

- Interviews can take a number of forms:
- From one-on-one and group interviews, to position-specific tests, role plays, and psychometric questionnaires.

Make a list of potential questions & responses:

- Instead of relying solely on memorised answers, prepare an additional list of your most relevant skills, attributes, and work experience.
- Each question you address will be an opportunity to provide some of this information to the interviewer. That way, you can get be sure you'll get your most suitable qualities across – even if the specific questions you were hoping for don't come up.



About Allan Webb Limited

At Allan Webb Ltd, we are a leading engineering consultancy with over 60 years of experience delivering asset optimisation services to clients across the defence, government, energy, pharmaceutical, and aerospace sectors, both in the UK and internationally.

We're committed to conducting all our activities ethically, with a strong focus on human rights, sustainability, and social responsibility. Our Corporate Social Responsibility (CSR) policy reflects this commitment, ensuring we operate in a way that positively impacts both society and the environment.

Allan Webb Activities

We truly champion flexibility and wellbeing empower our people to perform at their best. What's more, we're proud supporters of the Armed Forces community and we foster an inclusive, innovative workplace where individuals and teams can thrive.

Our Culture & Values

We're committed to conducting all our activities ethically, with a strong focus on human rights, sustainability, and social responsibility. Our Corporate Social Responsibility (CSR) policy reflects this commitment, ensuring we operate in a way that positively impacts both society and the environment.

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