

So You've Been Invited for an Interview...

Tips to help land the job

Here at PNNL, we typically conduct panel interviews using “behavioral interviewing” techniques. We know, and many studies have shown, that past performance is the best indicator of future performance. You’ll be asked a number of open-ended questions; we’ll be looking to see how you’ve reacted in the past in different situations. We’ll want to hear specific examples of times where you completed a project under pressure and deadlines, times you had to deal with a difficult supervisor or coworker, and also times where you may have made mistakes and how you handled those mistakes.

Obviously, you can prepare better for this type of interview if you know the skills required for the position you’re applying for. Try re-reading the job posting with this in mind. Once you have that, you can do a Google Search on sample behavioral interviewing questions and use them to practice.

During the interview, it’s okay to pause and think about your answers to the questions. It’s also OK to ask for interviewers to clarify or repeat their question if you don’t understand it. When you answer, be direct and focused – don’t ramble on.

Remember that everyone is nervous during an interview but the more you practice in advance, the less nervous you will be.

Around here the dress is mostly business casual. For men this means neatly pressed slacks and shirt. Jacket and neckties are optional. For women, a conservative suit or slacks and a sweater/blouse are appropriate.

