

Before the Interview

Interviewing Handout # 1

The first thing you have to do is know yourself.

This can be done through a variety of methods and tools available in the Resource Room of OneWorkSource:

CareerZone – Which occupations match your preferences?

New York State Department of Labor website at: www.labor.state.ny.us

Identify the links

Interest Check Lists

A structured way of identifying your interests

Vocational Interest Preference

Interest and Aptitude Test – Administered monthly at OneWorkSource

O*NET Interest and Work Preferences

Identifying your strengths

Worksheets identifying your Personal Interests and Work Preferences

Meeting with an Employment Counselor

Sometimes through question and answer discussions, vocational options can be identified for you to select from

By identifying your strengths and personal preferences, it will be easier for you to convey your:

Job Specific Skills – Specialized education, training, hobbies or experiences

Transferable Skills – Skills not unique to a specific job – ex. verbal communication

Your Job Objective – Identify your job objective(s) so you can focus your job search