CONSTRUCTION people

Interview Preparation Checklist

Mindset
- Remember: interviewing is a skill, not just a chat - treat it like a performance.
- Accept that nerves are normal, but preparation turns nerves into confidence.

Know the Role
- Re-read the job description and highlight key responsibilities.
- Match your top projects/achievements to what the role requires.
- Research the company (projects, culture, recent news etc).

Anticipate Questions
- Prepare answers for the classics: 'Tell me about yourself', 'Why do you want this role?', 'What's your biggest strength/weakness?'.
- Prepare technical and role-specific questions (e.g. project delivery, team leadership, client management).
- Think about behavioural questions (eg. 'Tell me about a time you overcame a challenge').

Practice Your Answers
- Jot bullet points instead of scripts - keep it natural.
- Use the STAR/storytelling method: situation → your role → actions → results.
- Practice out loud - don't just rehearse in your head.
- Time yourself to avoid rambling - aim for 1–2 minutes per answer.

Test and Refine
- Record yourself and listen back - cut filler words and sharpen phrasing.
- Do a mock interview with a recruiter, mentor, or friend.
- Pressure-test - practice when you're tired or distracted to simulate stress.

Handle Curveballs
- Pause before answering - silence is better than rushing.
- Think aloud to show problem-solving.
- Bridge back to a strength or relevant project if unsure.

Refine Your Project Examples
- Choose 4–5 key projects you can talk about confidently.
- Be clear about your personal contribution (not just what the team did).
- Focus on outcomes eg. cost savings, efficiency improvements, or other measurable results.
- Keep it structured - brief context, your actions, and the result.

Day-Before Checklist

- Prepare a few thoughtful questions for the interviewer.
- Print spare copies of your CV (or have them ready digitally).
- Plan your outfit (appropriate for the company culture).
- Confirm interview time, format, and location.

Day-Of Checklist

- Arrive 10–15 minutes early.
- Bring a notebook and pen.
- Take a deep breath before answering.
- Smile, make eye contact, and listen carefully to each question.

Final reminder - Don't 'wing' your interview. Preparation is the difference between 'good on paper' and getting the job.

For in-depth details click here