REYSUP ACADEMY
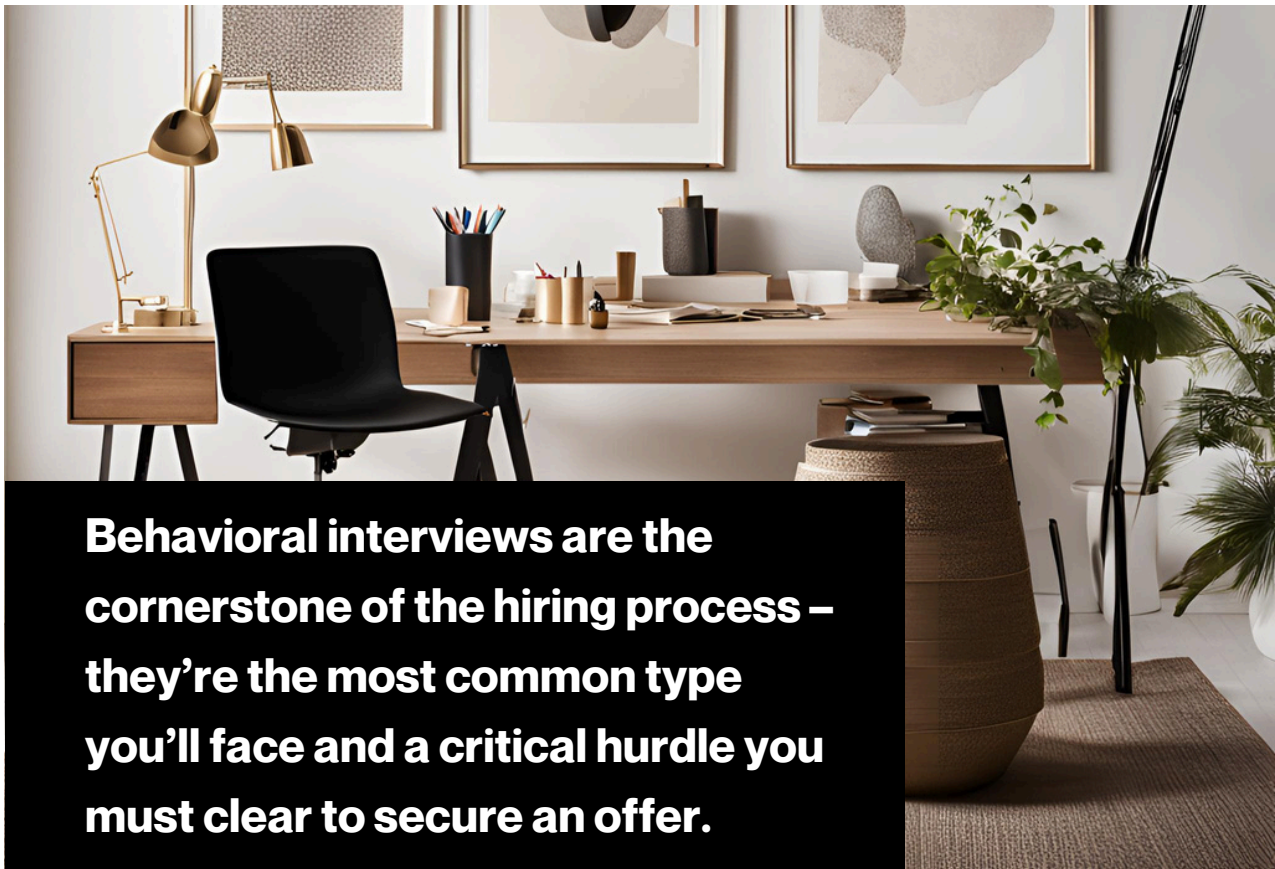
Free Behavioral Interview Workbook

Our free resource is designed to ensure you're well-prepared for interview day and stand out among other candidates.

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www.reysup.com

introduction

Behavioral interviews are the cornerstone of the hiring process – they're the most common type you'll face and a critical hurdle you must clear to secure an offer.

Congratulations! By picking up this workbook, you've already taken a huge step toward acing your behavioral interview and getting closer to landing your dream job. Preparing for this interview may seem daunting, but we've got you covered. We'll guide you through some of the most common questions you might face on interview day and provide ample space for you to practice and refine your responses. This will ensure you stand out when it matters most. Let's get started and turn your dream job into a reality!

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general overview

the three components of interview prep

do your homework

All candidates who walk through the door (or join the Zoom) should have completed at least some preliminary research on the company, team, and role. While they don't need to be experts on every product line and competitor, they should understand the company's primary functions, what sets it apart, and the key responsibilities of the role they are applying for.

Prep for questions you could be asked

Employers use behavioral questions to assess how you've handled situations in the past, as this often predicts how you'll handle similar scenarios in the future. Candidates should be familiar with the types of questions that might come up on interview day and should be prepared to answer them in an organized manner, using 1-2 examples that demonstrate their experience and capability. The best way to do this is by using the S.T.A.R. method, where your answers include the Situation, Task, Action, and Result. This structured approach ensures your responses are clear and impactful.

Prep questions to ask the interviewer

Many candidates assume that the interview ends when the interviewer stops asking questions, but this isn't the case. Typically, there is time at the end of each conversation for candidates to ask their own questions, and you are being evaluated based on what you ask. Candidates should enter the interview with a clear plan for what they will ask each interviewer, ensuring they don't repeat the same questions over and over again and that their questions demonstrate a deep understanding of the role, company, or industry.

quick strategies

two impactful ways to answer questions

the rule of threes

Wikipedia states "The rule of three is a writing principle that suggests that a trio of entities such as events or characters is more humorous, satisfying, or effective than other numbers." Put simply: people like groups of threes. It feels good to their brain, and when you speak in threes, you are more likely to come across as organized and articulate. For this reason, we recommend to all my mentees and clients that when you reply to a prompt in an interview, try to either 1) organize your answer into three distinct segments or 2) have three real life examples ready to share that proves you have been in the situation and know how to handle it. Always start your answer with:

- "Yes, we agree. For three reasons..."
- "Let me answer that question in three parts..."
- "Yes, three examples come to mind..."

the S.T.A.R method

S.T.A.R. stands for:
- **Situation**: Paint the picture of the scenario at hand
- **Task**: Explain what you were tasked to do and your role in that scenario
- **Action**: Walk through the specific action you took to navigate the scenario
- **Result**: Describe (with detail and numbers if possible) the result of your actions

When answering a behavioral interview question, try to index on these four components. Now, don't go all robotic on your interviewer and recite each answer with this methodology. Read the room and leverage this framework for dense questions. You'll probably leave the interviewer speechless with no further questions.

do your homework

What does the company do? What is its mission and core objective?

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Where does the company operate? Locally, internationally, strategic markets?

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How is the company different from it's competitors?

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When was the company founded?

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do your homework

Who are the key players of the leadership team?

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What are the company's core products and services?

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Who are the company's marquee clients? (Pro tip: You can find this on the website or by doing a very quick Google search)

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Knowledge of a project they just completed / product they just released
(Pro tip: Google alerts via G-Mail are game changers for this. Easily stay up to date on all the latest trends of the company)

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do your homework

Knowledge of an article where they were feature recently

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Ready suggestion on how to improve one of their current products / processes

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Core requirements and 'nice to haves' of the role (Pro tip: If you are light on requirements, make sure you do a good job explaining how you have other tangential skills that overcompensate for a lack thereof. More to come on this in the next section.

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Specific areas of your background that you know are going to raise a flag and a plan to proactively address it in your answers throughout the interview (Pro tip: No one is perfect, but self-awareness is big. As a hiring manager, we am always impressed when a candidate owns their development areas and states it out loud.)

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questions you could be asked

Why [company] and why [role]?

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You are tasked with [main problem this role would be solving]. How would you figure out where to start? How would you build a bottom up plan to address the goal?

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What trends are important for our industry?

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What are the three things a [end customer of company] is most concerned about in general?

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questions you could be asked

What is (are) important attribute (s) to have in this role?

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What does the culture of [company] mean to you?

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What 1-2 things on your resume are you most proud of?

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What motivates you?

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questions you could be asked

Tell me about a time you told a story with data? What was the context? What data did you use? What was the outcome of that conversation?

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Tell me about a strategic project you have worked on?

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Tell me about a time you persuaded someone to change their mind?

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What are 2-3 principles that you live by?

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questions you could be asked

Tell me about a time you failed at a project. How did you try to avoid failure? What did that experience teach you?

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Give me an example of a time you've worked with a cross-functional team with competing priorities?

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Tell me about a time you wanted something so badly you were unstoppable in pursuing it?

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Tell me about a difficult person or team you were required to work with at a current or previous employer. Describe the situation and how you handled it?

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questions you could be asked

Tell me about a time where you successfully influenced cross-functional partners towards a common goal.

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How would your cross functional team members describe your strengths and weaknesses?

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Tell me about a project you worked on that involved coordinating input from different teams, how did you stay organized, how did you motivate them to complete tasks by a deadline?

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What does integrity mean to you?

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questions you could be asked

Tell me about a time you overcame a personal challenge / received negative feedback and addressed it?

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Tell me a time when you were flexible or got thrown a curveball at work?

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Tell me about a time when you effectively managed your team to achieve a goal. What did your approach look like?

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Tell me when you took one for the team

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questions you could be asked

Tell me about a time you had to have an uncomfortable conversation with a coworker

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Tell me about a time you had to adhere to a decision you did not agree with

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Tell me something you learned recently

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questions you should ask

Questions You Should As the Recruiter

- How fast are you looking to fill this role? What is the timeline?
- How many open roles are open on the team?
- What does compensation look like and how is it structured? Is there an opportunity to get equity?
- What do benefits look like (ie 401K)?
- What is the work in office / work from home policy?

Questions to Ask the Hiring Manager

- How has the go to market strategy shifted in the past year?
- How many people on the team hit quota last quarter / month?
- Where do you foresee the company / this team / this role in 6 months? What about in 5 years?
- What is the number 1 quality you are looking for in someone to fill this role?
- What does "success" in this role look like to you?
- What is the hardest part of your job?
- What does the growth trajectory typically look like?
- How does [company] think about competition? How do you foresee the competitive landscape to shift in the next few years?

notes

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notes

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Honest.
Relevant.
Unfiltered.