

"There is a way to do it better — find it."

2022

Interview Skills- Workshop Details

HOW TO CONDUCT YOURSELF AT AN INTERVIEW IN THE MOST EFFECTIVE WAY



Workshop Schedule

S.No.	Day	Date	Time
1	Monday	03-10-2022	10:00 AM – 01:15 PM
2	Tuesday	04-10-2022	10:00 AM – 01:15 PM
3	Thursday	06-10-2022	10:00 AM – 01:15 PM
Tea Break: 11.00 am to 11.15 am			

Feel free to seek assistance if any

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- **First things first** – Overcoming the psychological drama in your head at the beginning of the Interview and during the process of Interview.
(Time duration – 40 minutes)
- **Basic Preparation** – List of things to prepare before you go for an interview.
(Time duration – 20minutes)
- **Ice breakers** – How to answer the initial expected questions?
(Time duration – 25minutes)
- **Clarity of thought and purpose** – How to answer questions related to your current Job search.
(Time duration – 20 minutes)
- **Your personal reality check** – How to answer questions related to your personality.
(Time duration – 40 minutes)
- **Goal orientation and Motivation** – How to answer questions

pertaining to your clarity of goals and your level of Motivation.
(Time duration – 30minutes)

- **Cross check** – What should you consider while answering questions which require imagination as well as intellectual capabilities.
(Time duration – 20minutes)
- **Entrapment** – How to handle commonly asked trick questions.
(Time duration – 30minutes)
- **Anxiety induction** – How to answer questions which invoke negative emotions and how to manage stress during the course of Interview process.
(Time duration – 20minutes)
- **Values validation** – How to answer values based questions.
(Time duration – 15minutes)

Wrap up followed by mock interview (Time duration – 8minutes/student)

Dress Code: Business Suit

Reporting Time: 9.45 am