

Elanco Perspective

Industry Hiring- What to Expect

09/08/15

Javier Ramirez

Global
Recruiting



Elanco

Agenda

- What Elanco looks for in a new hire
- Behavioral Interviewing
- Interview preparation
- Interview day logistics
- Behavioral Interviewing Definition
- S.T.A.R
- Interview Follow-Ups
- Tips
- Q&A

NEW HIRE CHARACTERISTICS

- ▶ Integrity
- ▶ Leadership/Coaching
- ▶ Teamwork
- ▶ Communication
- ▶ Organization
- ▶ Analytical Skills
- ▶ Impact / Influence
- ▶ Strategic & Implementation Skills
- ▶ Change Management

INTERVIEWS- Company

- Company/Hiring manager objective:
 - Can they do the job?
 - Are they a fit for the company?
 - Are they a fit for my team?
 - Did they have a good experience with us?
- Determined using behavior based questions
 - S.T.A.R.
- For Technical Consultant and R&D roles, presentations are required

INTERVIEWS- Candidates

- Candidate Objectives:
 - Demonstrate capabilities
 - Understand the business objectives
 - Determine if company/team is a fit for you

Interview preparation

- Have an understanding of yourself:
 - Your values
 - Your skills
 - Your goals
 - Your interests
 - Your job targets
 - Your resume

Interview preparation

- Research
 - People you know at the company
 - Company's Web site and annual report
 - Study job description
 - updated resume
 - Linked-In info on interviewers

Interview Preparation

- Logistics
 - Location of interview
 - Travel time
 - Confirm interview
 - Complete any advanced paperwork
 - Attire

Interview Day

First impressions are difficult to change

- Greet the interviewer with a smile and a firm (not bone-crushing) handshake
- Be prepared to make a little "small talk"
 - A good interviewer will try to put you at ease
- Presenting yourself
 - Make eye contact
 - Relax and be focused on the moment

The Interview

- Be able to prove your story
 - Have real examples ready that demonstrate transferable skills (e.g. leadership, communication, teamwork, organization, etc.)
- Non-verbal communication
 - Listening is just as important as speaking
 - Body language tells the interviewer a lot
 - Eye contact - yes
 - Nervous gestures - no
- Be yourself

Behavioral Interviewing

- Behavioral interviewing uses certain criteria to determine the value of behavioral examples obtained in the interview relative to the target job.
- What does this really mean?
 - Companies are testing the candidates to see if they are able to perform the job responsibilities.

What is a S.T.A.R.?

- ▶ The ***Situation*** or ***Task***
 - Don't take too much time detailing the situation; if the interviewer has questions, he or she will ask for more details/clarity
- ▶ The ***Action*** YOU took
 - It's okay to brag a little in an interview
- ▶ The final ***Result*** of the situation
 - It's okay if it wasn't a perfect result; demonstrate what you learned from the "negative" STARS and turn them into positives

Questions You Should Be Prepared To Answer

- Tell me about yourself.
 - High level overview of your professional life
 - Do not get into personal details!
- Tell me about your proudest accomplishments.
- List your 3 greatest strengths.
- List your 3 greatest areas for growth.
- What do you know about our company?

Questions You Should Be Prepared To Answer

- Describe a difficult co-worker / classmate you have had to work with.
- Describe a time when you had to work under a deadline.
- Tell me about one of your failures.
- Give me an example of a time you had to deal with criticism from your boss.
- Tell me about a time when you made an unpopular decision.

What Questions Should You Ask?

It is important that you understand as well the role you are being considered

Sample questions:

- What is the mission and expectations of this role
- Travel time%
- Career opportunities
- "Ask for the business"
- Next steps

The Art of Effective Answering

- Remember why you're there
- Take your time
- Don't wing it, be **SINCERE!!!!!!!!!!!!**
- Keep answers short and concise
- Back up your answers with real- world examples

Follow-Ups

- Send thank you e-mail notes to each interviewer or hiring mgr.
- Call Hiring Mgr if you don't hear by the date promised at the interview
 - Don't call prior to the promised date ***unless*** you have a true issue.
 - If you do call, re-emphasize your interest, but don't be pushy.

Tips

- Mock up interviews
- Use your own voice mail to practice STAR answers
- Relax, Relax, Relax
- Prepare yourself like if the interviewers have never met you previously.
- **NEVER** misrepresent any info!!!!!!!
- Difference between Science and Art
 - Science= you already have the experience
 - Art= Preparing yourself to communicate successfully during an interview

INTERVIEWS



Q&A

Job Interviews *are like* **FIRST DATES**

Good impressions count.

Awkwardness can occur.

Outcomes are unpredictable.

