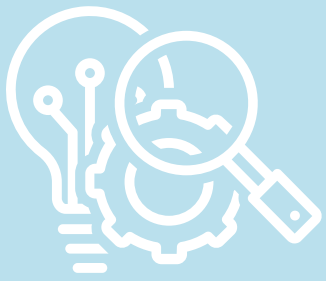


# GET READY FOR YOUR INTERVIEW!



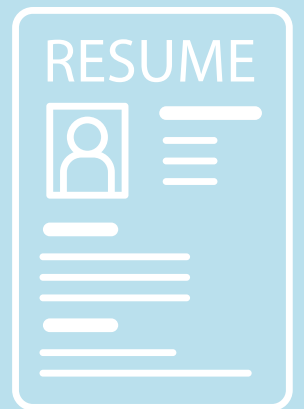
## 1) RESEARCH

Take time to research Tribute Communities. There is a lot of information out there you can drum up on us, including: site locations, how long we have been in business, our awards, our Mission Statement/Core Values. Although these are the most important, it is impressive when we meet candidates that know a little bit more.

## 2) RESUME

Be prepared to discuss your resume.

- Try jotting down some stats beside your bullet points that your resume doesn't have.
- Make sure you remember things like the software program you used at that company, specific processes and procedures



## 3) QUESTIONS

Practice answering situational questions. Jot down important circumstances where you accomplished something great, you overcame a tough situation, you accepted and acted on criticism. Remember... it's okay to pause. If you need a moment to collect your thoughts and remember a perfect example, take that time. No one expects you to pull these memories out of nowhere.

Ask interesting and engaging questions. We work very hard to give you all the information you will need regarding our company, our culture, our benefits, and the position itself, so the typical questions like "How many weeks vacation will I get?" aren't going to be necessary.

### Ask questions like:

- "What are the top three skills you are looking for to fill this role?"
- "What are the types of characteristics you think would be an ideal fit for your team?"
- "How did you get your position at Tribute?"
- "What do you like best about working here?"
- "What challenges do you see the person you hire facing within the first few weeks to 6 months?"

## 4) ICEBREAKER

During these challenging times, everyone struggles with the handshake, the fist bump, the elbow, or just an awkward wave. Think of it as an icebreaker! Depending on your comfort level, ask the interviewer if they are okay with your greeting of choice.



## 5) TIMEFRAME

If the interviewer doesn't give you a timeframe regarding when you will hear from them, feel free to ask if they have any idea how long it might be before they will touch base. If you don't hear from them within that timeframe, it is perfectly acceptable to send an email to touch base yourself. They are likely so busy without you (the new hire), they will appreciate the reminder!

## 6) CONFIDENCE

Be confident; your resume got you through the door; your interviewer wants you to be great; your future with Tribute Communities is right before you!



**All the best!**