





3. What considerations should you make before an employment interview?

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4. What should you do during an interview?

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## Facilitator's Notes:

1. How do you handle this situation?

Suggestion: have another interviewer assist you in the interview.

2. Have you been in similar situations? If so, how did you handle them?
3. What considerations should you make before an employment interview?

Selection Criteria: what skills, education, work experience do you require an individual to have in order to successfully fill this position.

4. What should you do during an interview?

Focus on obtaining as much information as possible about the candidate relevant to the job. Allow the candidate to do most of the talking to accomplish this.