

Job Interview – Tips & Tricks

- Agenda: introduction, self-presentation, capability based questions, company presentation, your questions, farewell
- Duration: 45-60 minutes, interviews with case study up to 90 minutes
- Zoom Meeting or in person at our office (parking needed? Feel free to contact your Talent Acquisition partner in the HR department)

Find out more about the company

- Research the history, values and information about HSBC
- Familiarize yourself with the corporate culture and key business areas
- If you know someone from our bank, please feel free to get additional information

Analyze the job ad

- Write down the most important requirements and tasks
- Think about how your experience and skills fit in
- Prepare examples from your previous experience

Practice typical interview questions

- Tell us about yourself
- What was your motivation for applying for the role?
- What are your development areas?
- How do you deal with challenges?

Prepare your own questions

- Show interest by asking questions about the team, tasks, or development opportunities
- Example: "What does a typical working day in this position look like?" or "How does the team work? Are there strict rules or a lot of flexibility?"

Set up the framework

- Check whether the technical requirements for an online interview are met (position of your camera and background) or plan your trip to the office early enough
- Choose a quiet environment and make sure to use proper dresscode
- Prepare notes, resume and the job ad

Be on time and curious

- Log in 5 minutes before the appointment and wait until the interviewer will let you in to the zoom meeting or be on time at the reception desk
- Maintain eye contact and don't get distracted during the interview
- Be honest in your interviews

Feel free to ask questions

- Use the opportunity to ask questions
- Prepare for the next possible steps in the application process

Good luck with the interview!

