

# Cultural Differences in the U.S. Workforce

## INTERVIEWING – AMERICAN STYLE

Ten Tips for a Successful Interview	Checklist for Employment Interviews
1. Know yourself	1. Preparation
2. Know the company	2. Opening the Interview
3. Know the job description	3. Body of the Interview
4. Be prepared	4. Salary Discussion
5. Be specific	5. Closing the Interview
6. Be concise	6. Interview Follow-up
7. Describe what you have learned	
8. Sell yourself	
9. Think before you answer	
10. Be honest	

## TYPES OF QUESTIONS

Sample Behavioral Questions (S.T.A.R. Method)	Illegal Interview Questions
1. Tell me of a time when you used good judgment and logic to solve a problem.	1. What religion do you practice?
2. Describe a situation when you saw a problem and took action to correct it.	3. How old are you?
4. Give an example of an academic project.	3. Are you married? Do you have a partner?
5. Have you been laid off from a job?	4. How many kids do you have? Do you plan to get pregnant?
6. Tell me about a situation in your job when you had a deadline and were constantly interrupted.	5. How much do you weigh?

Additional Handouts are available on: <http://www.utdallas.edu/student/international/events/ISEC.html>

*The UT Dallas Career Center offers seminars, mock interviews, and one-on-one career counseling. Please visit [www.utdallas.edu/career](http://www.utdallas.edu/career) for more information.*