CAREER CATALYST SERIES:
Fall 2026

CAREER CATALYST: PITCH PERFECT & INTERVIEW READY

Pigman College of Engineering
Career and Co-op Center





ZACH FUQUA

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Pigman College of Engineering
Career and Co-op Center

ENGINEERING CAREER AND CO-OP CENTER

WHAT'S OUR BRAND?



Who We Are
ZACH FUQUA

TITLE: Director of Career Development

ALTERNATIVE TITLE: C.I.O. or Chief Inspiration Officer



Who We Are
BETSY DAVIES

TITLE: Associate Director of Employer Engagement and Career Advocacy

ALTERNATIVE TITLE: The Negotiation Lady



Who We Are
CAREER PEERS

TITLE: Career Peers

ALTERNATIVE TITLE: Valued team members with extensive co-op and internship experience and career success.



What We Do
EVERYTHING

We assist with resume creation, job search strategies, interview prep, and full-time job offers negotiation. We plan and host/execute UK's largest career fairs, host prep events, engage with employers, and more.



How We Do It
WE'RE INVESTED IN SUCCESS

We offer in-person support and virtual support via the resources on PigmanCareers.uky.edu website. We invest in the growth of our students and celebrate their success. We aim for transformational versus transactional support.

CIVIL ENGINEERING
CAREER EXPO

MONDAY

SEPT 21

4 P.M. - 7 P.M.

Gatton Student Center
Grand Ballrooms

ENGINEERING & COMPUTER SCIENCE
CAREER FAIR

TUESDAY

SEPT. 22

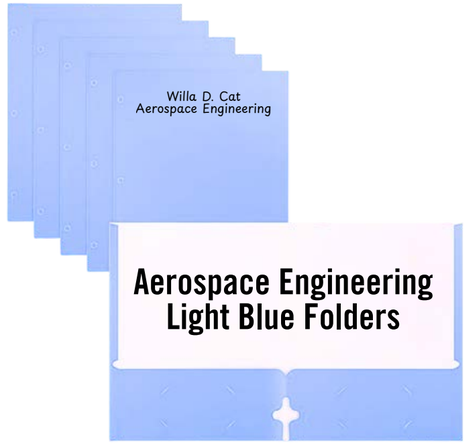
2 P.M. - 6 P.M.

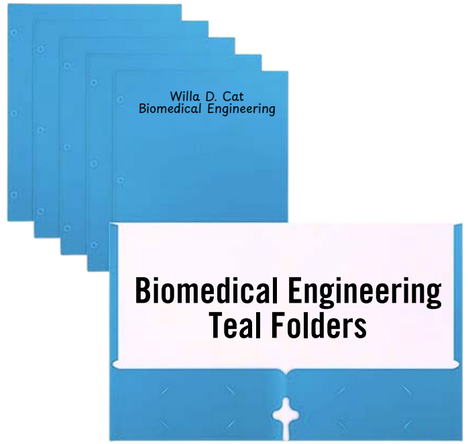
Gatton Student Center
Grand Ballrooms

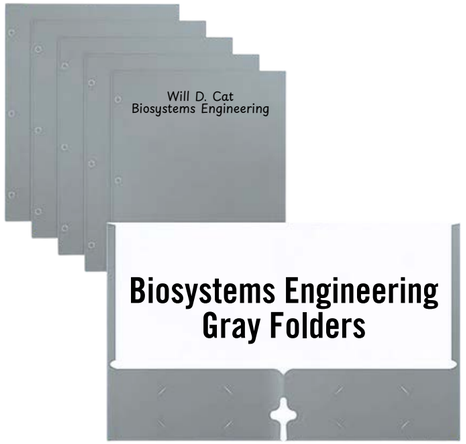
SNEAK PEEK

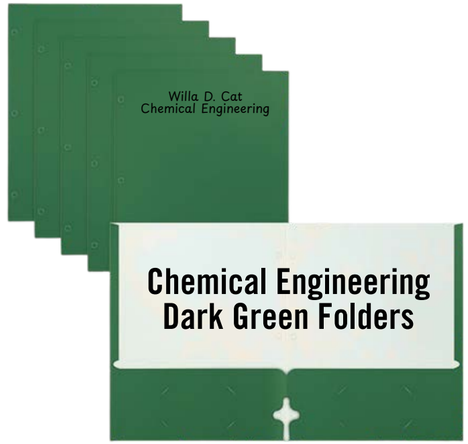
We use a special kind of “name tag” at the Career Expo and the Career Fair…

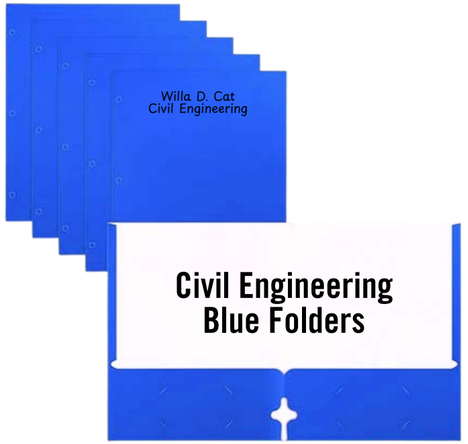
Identify Our Majors By Folder Color

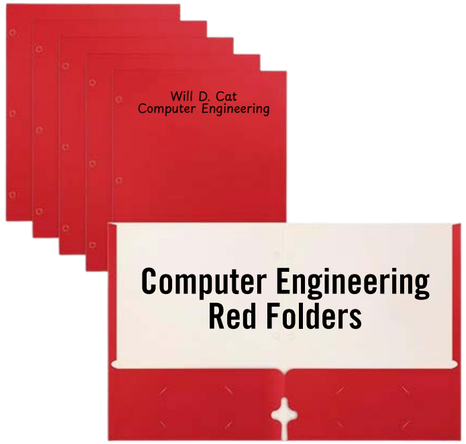


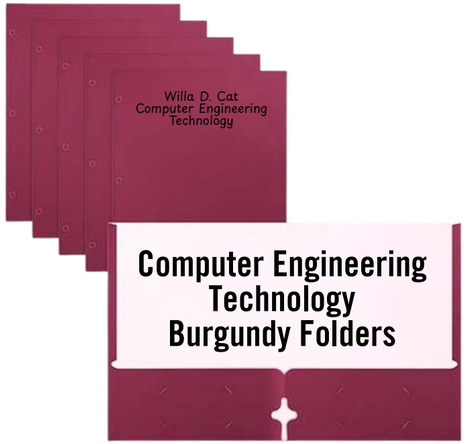






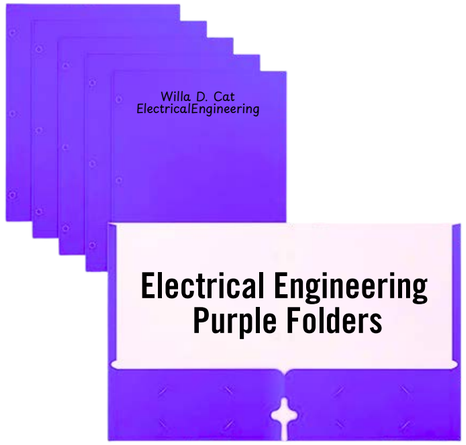


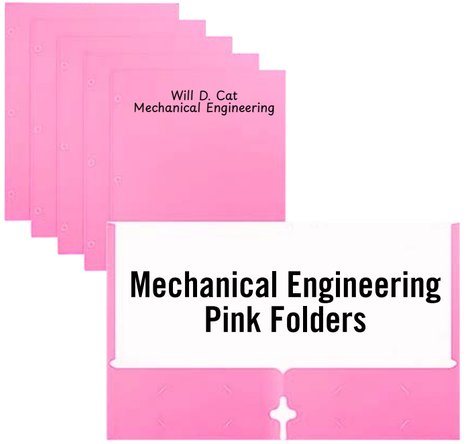


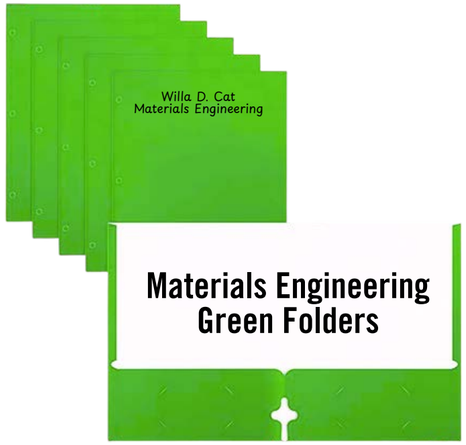


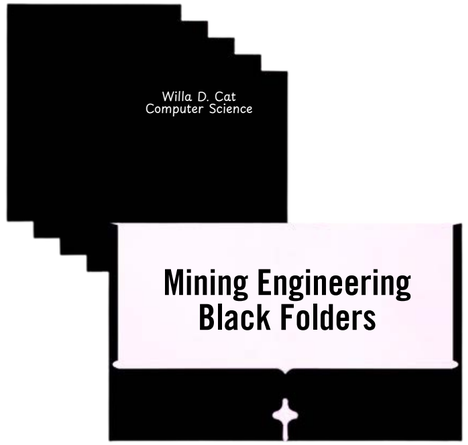






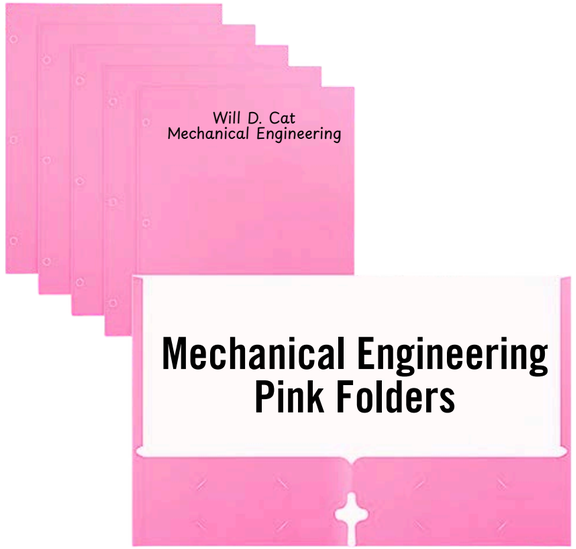




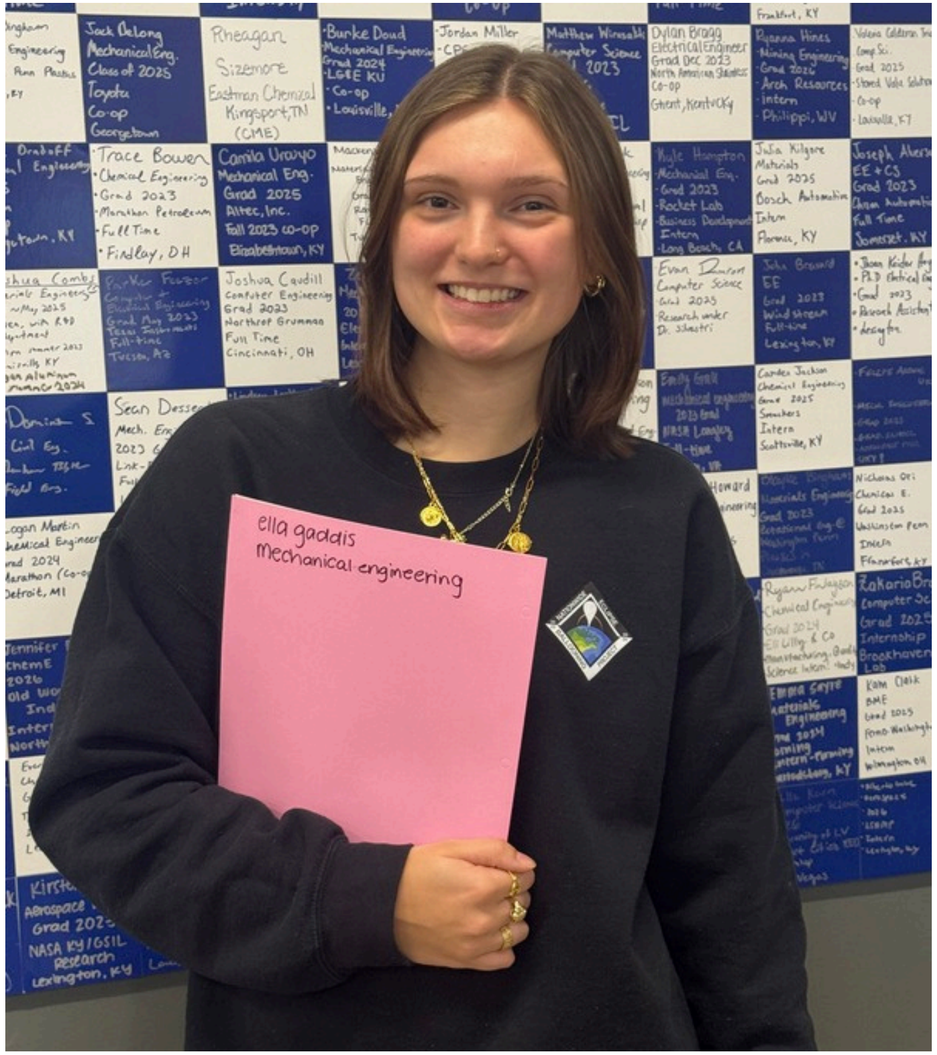




Identify Our Majors By Folder Color







Thank You Ella for modeling!

PITCH PERFECT: ACTIVITY #1

Partner with a student sitting near you. Take a few minutes and you both need to share your favorite movie and you need to explain WHY it is your favorite.

WHAT WE'LL COVER

01 Personal Branding
(High Level Overview)

02 Elevator Pitch
(As It Relates to Interviews)

03 Interview Skills

PERSONAL BRAND

Personal brand will evolve but you want to define it so you can communicate it.

WHAT IS YOUR PERSONAL BRAND?

This is NOT branding the way social media influencers build personal brands. We are NOT aiming for likes, comments, followers. We ARE aiming for intentional communication.

BEFORE YOU DEFINE YOUR BRAND, WHAT IS A PERSONAL BRAND?

Personal Brand is easily summed up as:

- Who You Are
- What You Do
- How You Do It

PERSONAL BRAND

OUR INITIAL APPROACH TO PERSONAL BRAND

Spend time thinking about who you are, what you do well, the experiences you have, and how you want to present that to the world. That is especially relevant to the job search. Build on what you know is your USP/Unique Selling Point - not sure? Ask friends and family!

Personal Brand can also be showcased “on paper” in a resume, electronically on LinkedIn and through emails and text messsages, and in person through conversations, interviews, demeanor.

BRAND MANAGEMENT

YOU manage your brand so think about who you are/ want to be “professionally.”

BRAND DEFINITION

Define what you want people to think when they hear your name.

BUILD YOUR BRAND

Building your brand professionally is not as hard as you think.

WHY DOES THAT MATTER FOR RESUMES, ELEVATOR PITCHES, AND INTERVIEWS?

Having a sense of how you wish to talk about yourself, your skills, your talents, and what you bring to the table is immensel helpful in preparing for the fair(s), your resume, and for your elevator pitch.

ELEVATOR PITCH

Creating a well-branded elevator pitch is easier than you think! But why is it called an elevator pitch?

WHAT IS AN ELEVATOR PITCH?

An elevator pitch is essentially your TL;DR introduction. It’s a summary introduction and it is going to change regularly.

HOW DO WE BUILD AN ELEVATOR PITCH?

Now that we have our brand, we can begin thinking about building our pitch based on three things:

- Our Past
- Our Present
- Our Future

BUILD YOUR PITCH

- Think about what you want to convey to the employers at the Career Fair, networking event, or even in an interview:
    - You want to take stock of skills, strengths, experiences, and transferrable skills
    - Transferrable skills: time management, leadership, teamwork, collaboration, problem solving, customer service, multi-tasking, attention to detail, adapatability, conflict resolution, etc.

TAKE STOCK OF YOUR PAST & YOUR PRESENT



BUILD YOUR PITCH

WHAT IS YOUR JOB NOW? (WHAT IS YOUR PRESENT?)

- Your job now is the job of full-time student in engineering or computer science so you need to include that:
  - First and last name
  - Major (Computer Science, Electrical Enginering, etc. - do not say Pre-Mechanical Engineering or Pre-Computer Science)
  - Graduation Date or Class Level



BUILD YOUR PITCH

- Think about what kinds of opportunities you are looking for and be ready to describe them.
- If you are early in your academic career, you may be looking for experience to figure out what you want to do after graduation!

- Tailor or personalize your pitch to each company or situation. Why are you at this table? **THIS IS HOW YOU HELP MAKE THE CONNECTION BETWEEN YOUR BACKGROUND AND THE COMPANY.

WHAT ARE YOU LOOKING FOR? (WHAT IS YOUR FUTURE?)



IT’S NOT AN EXACT SCIENCE

ADAPTABILITY

AN ELEVATOR PITCH IS NOT:

- A formula you follow exactly
- It’s a fluid introduction - you modify and adapt as conversations happen. You may not always be the first person to speak at a career fair - you may give a modified version.

AN ELEVATOR PITCH IS:

- Conversational
- Evolving as you add experiences, discover new academic interests, etc.



USEFUL FOR INTERVIEWS

In an interview you may get asked variations of the following questions:

- Can you tell us a little bit about yourself?
- Can you walk us through your resume?
- Can you tell us why you are interested in working for our company.

Your introduction in an interview can be a modified version of an elevator pitch. It is tying your education and some of your experience to the role you are interviewing for.

ADAPT FOR INTERVIEWS



LET'S TRY BUILDING A PITCH

You don't have to memorize your pitch word for word - in fact, you want to get comfortable saying it a few different ways and possibly even being interrupted while delivering your pitch.



INCORPORATE PAST, PRESENT, AND FUTURE:

Networking Pitch (At A Conference):
"I'm Betsy Davies, a strategic connector and advocate with a background in higher education, legal advocacy, and public engagement. In my role with the University of Kentucky's College of Engineering, I strengthen the bridge between education and industry—helping students navigate their career paths and employers build talent pipelines. I bring a unique blend of communication, strategy, and creativity to develop programs that empower both students and organizations to reach their goals."

Career Fair-Style Pitch:
"I'm Betsy Davies, a strategic connector and advocate whose career has spanned higher education, legal advocacy, fundraising, and public engagement. Across every role, I've focused on building relationships that drive meaningful outcomes. Right now, I lead employer engagement and career development initiatives for the University of Kentucky's College of Engineering—helping students navigate job offers, guiding them in career readiness, and partnering with employers to strengthen their talent pipelines. Looking ahead, I'm seeking a leadership role where I can continue bridging education and industry, scaling partnerships, and developing strategies that empower people and organizations to grow."

PITCH PERFECT: ACTIVITY #2

We’re going to work together to create an elevator pitch in preparation for the February career fairs.



KEN N. TUCKY

First Year Mechanical Engineering Student

QUICK INTRO TO KEN: Ken is a first-year mechanical engineering student from Louisville, KY. He has always loved taking things apart to see how they work—especially old bikes and lawn mowers. Ken is still exploring what focus area of mechanical engineering to pursue, but he's interested in design and manufacturing. He worked part-time at a bicycle repair shop over the summer and he spent the last two years of high school (on the weekends) volunteering with a local robotics club for elementary school kiddos.

HIGH SCHOOL

INVOLVEMENT: Ken played soccer for 8 years (4 years in high school). He was involved with the Beta Club during his junior and senior year.

FAMILY

FAMILY: Ken is the oldest of three children. Neither of his parents went to college but both work. His mom works on the line at GE Appliances and his dad is a bus driver. He has 2 dogs back home.

UKY PCOE

INVOLVEMENT: Ken lives in Pigman Hall and he has recently joined the Solar Car Team. He received 3 academic scholarships.

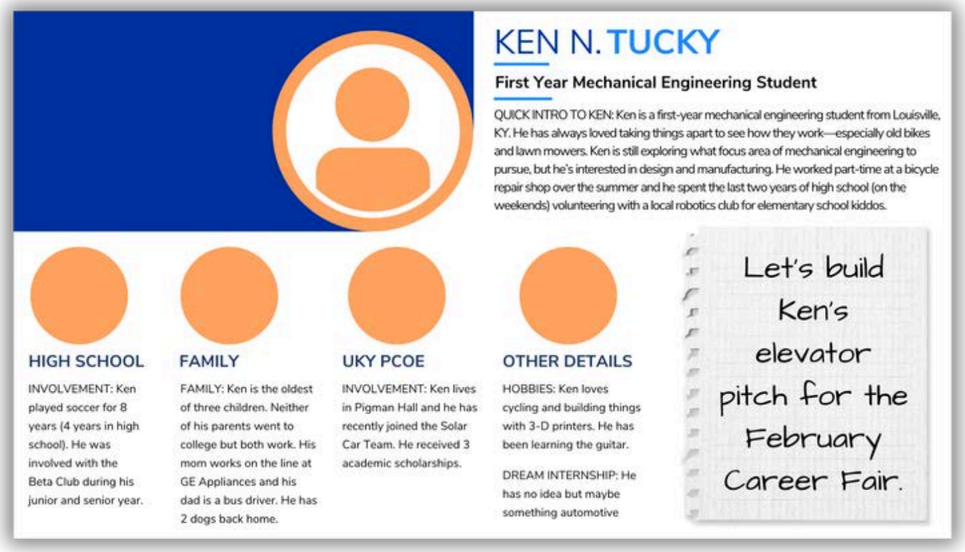
OTHER DETAILS

HOBBIES: Ken loves cycling and building things with 3-D printers. He has been learning the guitar.

DREAM INTERNSHIP: He has no idea but maybe something automotive

What should we include in Ken's elevator pitch?

- What 2-3 details should Jordan highlight in an elevator pitch?
- What details are interesting but not relevant right now?
- How could Jordan connect their story to an employer at a design or manufacturing company?
- What could Jordan say as a closing line or "ask" in the pitch?



INCORPORATE PAST, PRESENT, AND FUTURE AND HIS BRAND:

WHO HE IS: A first-year mechanical engineering student who loves hands-on learning, problem-solving, and being part of a team.
WHAT HE DOES: He applies curiosity and creativity to new engineering experiences—whether through the Solar Car Team, 3D printing projects, or exploring how technology powers everyday life.
HOW HE DOES IT: He learns by doing. Ken brings enthusiasm, collaboration, and a willingness to ask questions and try new approaches to every project.
BRAND: A curious and hands-on learner who brings energy, teamwork, and creativity to engineering challenges—excited to explore where curiosity and innovation can take him next.

Career Fair-Style Pitch For a Company Ken Isn't Eligible For Yet

"Hi, I'm Ken, a first-year engineering student here at UK. I recently joined the Solar Car Team and love learning how classroom concepts turn into real design projects. I've always enjoyed building and problem-solving — whether it's through 3D printing or cycling mechanics — and I'm starting to explore where those interests might fit in the automotive or energy industries. I know I'm early in my college journey, but I'd love to hear what experiences you think your company offers to help students prepare for future internships at your company.

CAREER CATALYST SERIES: Pitch Perfect Workshop

Pigman College of Engineering
Career and Co-op Center

Use this worksheet to build your personal brand and craft a confident, professional elevator pitch. By the end, you'll be able to introduce yourself clearly — showing who you are, what you bring, and where you're headed.

STEP 1: Define Your Brand
Use the prompts below to define your Who You Are, What You Do, How You Do It, and your Brand Statement.

Who You Are: What roles, identities, or experiences shape you as a student or professional?
What You Do: What are you learning, building, researching, or exploring?
How You Do It: What personal strengths, approaches, or values describe how you work and learn?
Your Brand Statement: Sum it up in one sentence — Who you are + What you bring + Your value or impact.

Example: "A curious and hands-on learner who brings teamwork, creativity, and problem-solving to every project."

STEP 2: Take Stock of Your Skills and Strengths
Reflect on what makes you effective as a student and future engineer or computer scientist.

Technical / Academic Skills: List specific tools, courses, or topics you've learned — ex: MATLAB, CAD, Python, data analysis, lab work.

-
-

Transferable / Professional Skills: Think teamwork, problem-solving, leadership, organization, communication, adaptability, etc.

-
-

Personal Strengths: What do classmates or supervisors say you do well? What energizes you?

-
-

BRAND BUILDER

Who You Are:

What You Do:

How You Do It:

Now that you have your personal brand, it's time to build your elevator pitch!

STEP 3: Map Your Story — Past, Present, Future
Use this section to structure your pitch like a story.

STAGE	GUIDING QUESTIONS:	NOTES:
Past:	What experiences, classes, or interests led you to your major or career goals?	
Present:	What are you doing now — in class, clubs, research, or part-time work — that shows your skills and growth?	
Future:	What kind of internship, co-op, or full-time role are you looking for? What do you want to learn or contribute next?	

STEP 4: Build Your Elevator Pitch
Combine pieces from above to draft your first version.

Formula:
"Hi, I'm [Name], a [year/major] student at [University]. [Share 1–2 current involvements or interests.] [Add 1–2 sentences about your skills or what excites you about your field.] [Finish with your goal or a question for the employer.]"

Example:
"Hi, I'm Lex Ington. I'm a first year student studying Civil Engineering here at UK. I have built strong leadership and collaboration skills through my role as a tutor during high school and four years on the soccer team. I'm just getting started with our student chapter of ASCE on campus this semester. I see that your company is innovating roadway design in congested cities and I'm very interested in talking to you about internship opportunities in that area."

PITCH BUILDER

Hi, I'm...

STEP 5: Refine and Reflect
Ask yourself: Does my pitch sound natural when spoken aloud? Does it reflect my Who / What / How / Brand? Does it focus on relevant experiences, not my entire story? Does it include a clear "next step" (interest, goal, or question)?

CAREER CATALYST SERIES: Pitch Perfect Workshop

Pigman College of Engineering
Career and Co-op Center

PITCH PERFECT SAMPLES

NAME: Lex Ington
YEAR IN SCHOOL: First Year
MAJOR: Civil Engineering
UNIVERSITY: University of Kentucky
GOAL: Seeking summer internships/future co-ops

BIO: Lex Ington is a first-year civil engineering student who graduated high school with honors and tutored math and physics for two years. Lex played varsity soccer all four years and captained the team senior year. They enjoy building things, photography, and are learning AutoCAD independently. They recently joined the ASCE student chapter and are exploring interests in roadway design and sustainable city planning. Lex is also involved in the Student Government Association's sustainability committee.

PUT IT ALL TOGETHER FOR CAREER FAIRS

"Hi, I'm Lex Ington. I'm a first year student studying Civil Engineering here at UK. I have built strong leadership and collaboration skills through my role as a tutor during high school and four years on the soccer team. I'm just getting started with our student chapter of ASCE on campus this semester. I see that your company is innovating roadway design in congested cities and I'm very interested in talking to you about internship opportunities in that area."

PITCH PERFECT SAMPLES

NAME: Ella Kitral
YEAR IN SCHOOL: SeniorYear (Fifth Year)
MAJOR: Electrical Engineering
UNIVERSITY: University of Kentucky
GOAL: Seeking full-time role

BIO: Ella Citral is a senior electrical engineering student from Owensboro, Kentucky. She has completed two co-op rotations—one with Schneider Electric focusing on power distribution design, and one with Boeing on aircraft electrical systems. She's a member of IEEE and serves as a peer mentor for first-year engineering students. Molly also plays intramural volleyball, volunteers at the Humane Society, and loves restoring vintage lamps in her free time. She's interested in sustainable energy solutions and wants to work for a company leading innovation in renewable power systems after graduation.

PUT IT ALL TOGETHER FOR CAREER FAIRS

"Hi, I'm Lex Ington. I'm a first year student studying Civil Engineering here at UK. I have built strong leadership and collaboration skills through my role as a tutor during high school and four years on the soccer team. I'm just getting started with our student chapter of ASCE on campus this semester. I see that your company is innovating roadway design in congested cities and I'm very interested in talking to you about internship opportunities in that area."

PITCH PERFECT SAMPLES

NAME: Will D. Cat
YEAR IN SCHOOL: First Year
MAJOR: Chemical Engineering
UNIVERSITY: University of Kentucky
GOAL: Talking to company who ONLY hires sophomores or juniors

BIO: Will D. Cat is a first-year chemical engineering student originally from Cincinnati, Ohio. He's part of the Honors College and the UK Marching Band. He works part-time at a campus café, where he's learned strong teamwork and customer service skills. Dante is still exploring chemical engineering pathways but is drawn to process design and sustainable manufacturing. He's taking chemistry and calculus this semester and looking for ways to build experience early through co-ops/internships.

PUT IT ALL TOGETHER FOR CAREER FAIRS

"Hi, I'm Will D. Cat. I'm a freshman Chemical Engineering student with leadership experience, great time management skills, solid teamwork and customer service experience, and an interest in expanding my education with a co-op or internship. I know your company doesn't usually hire students right after their freshmen year, but I'd still like to ask you some questions and do some research for the future. Could you talk about the projects your co-ops work on?"

PITCH PERFECT SAMPLES

NAME: Louis Ville
YEAR IN SCHOOL: Third Year
MAJOR: Mechanical Engineering
UNIVERSITY: University of Kentucky
GOAL: Seeking a Co-op role

BIO: Louis Ville is a junior studying mechanical engineering. He completed two co-op rotations with GE Appliances working on materials testing and design optimization. Louis currently works part-time in UK's Next Gen Additive Manufacturing Research Lab and has gained experience with SolidWorks, MATLAB, and 3D printing technologies. Outside class, he serves as the outreach chair for the Society of Automotive Engineers student chapter and enjoys rock climbing, cooking, and photography. Louis hopes to move into automotive manufacturing after graduation.

PUT IT ALL TOGETHER FOR CAREER FAIRS

"Hi, I'm Louis Ville. I'm a junior studying mechanical engineering, and I'm very interested in your automotive co-op program because you are innovating the manufacturing process. I completed two co-op rotations with GE Appliances and I'm currently working part-time as a research assistant in the Next Gen Additive Manufacturing Research Lab here on campus. My co-op experience and current research experience is helping me realize I want to work in the automotive industry. Can you tell more about your current co-op openings?"

PITCH PERFECT SAMPLES

NAME: Frankie Fort
YEAR IN SCHOOL: Senior Year (Fifth Year)
MAJOR: Materials Engineering
UNIVERSITY: University of Kentucky
GOAL: Seeking a full-time role after graduation

BIO: Frankie Fort is a senior materials engineering major from Lexington, KY. She's served as an officer for SWE and as a Career Peer in the UK Engineering Career & Co-op Center. Frankie completed co-ops with Whirlpool, Timken, and Constellium, gaining hands-on experience in materials testing, product development, and process improvement. Outside of school, she enjoys baking, DIY projects, and mentoring middle school girls in STEM. She's passionate about product development and is seeking a full-time position in that field after graduation.

PUT IT ALL TOGETHER FOR CAREER FAIRS

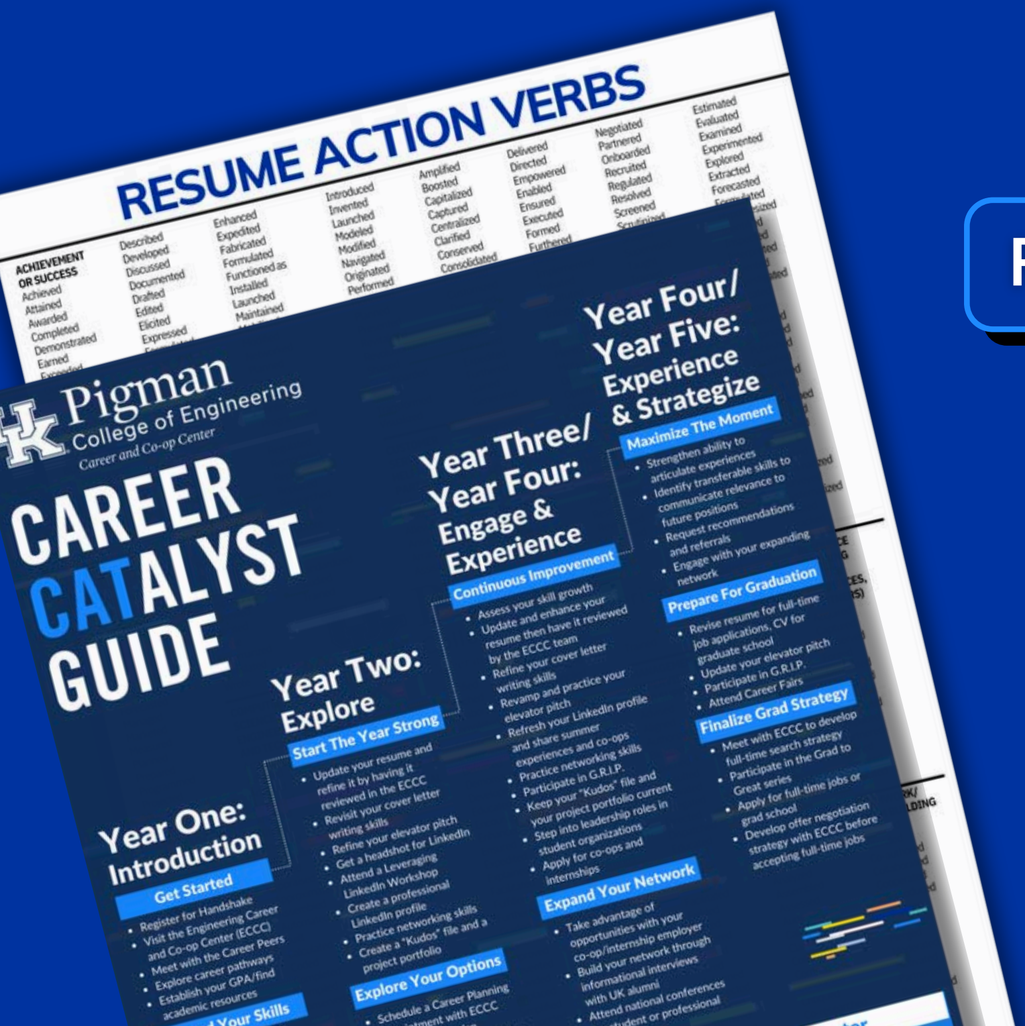
"Hi, I"m Frankie Fort. I'm a senior studying materials engineering, and I'm graduating in May. I currently serve as an officer with SWE and as a Career Peer in the UK Engineering Career and Co-op Center. In addition to on campus involvement, I have built experience during co-ops with Whirlpool, Timken, and Constellium. My co-op experiences have helped me realize I have a strong passion for product development, and that's why I'm excited to talk with you to learn more about the Product Development Engineer role you have posted on Handshake."

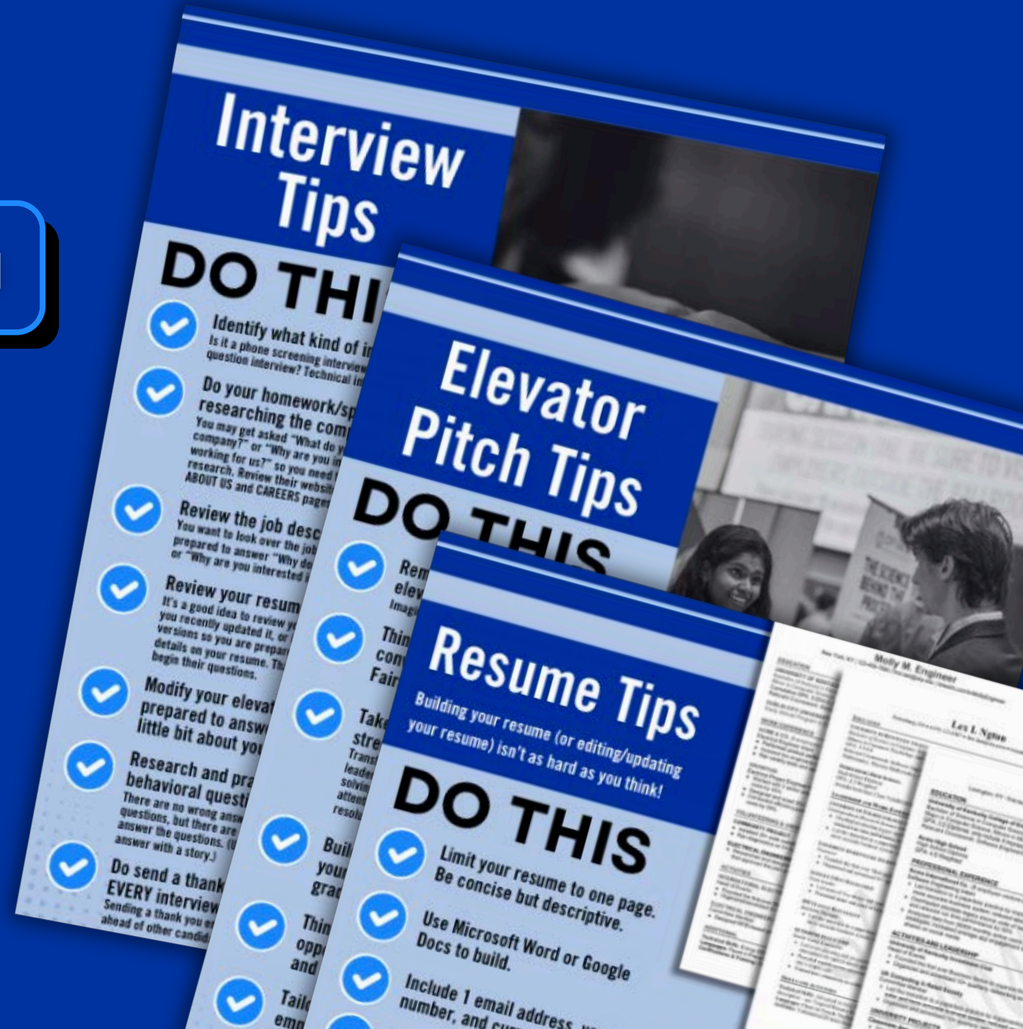
PITCH PERFECT: ACTIVITY #3

Now it’s time to work on your pitch! We’ll start with your brand and then we’ll put together your pitch.

FIND ALL OUR CAREER AND CO-OP CENTER RESOURCES HERE

PigmanCareers.uky.edu





PREPARING FOR INTERVIEWS

Here are the topics we will cover:

- How To Prepare For An Interview
- Interview Questions (And How To Answer Them)
- What To Do After An Interview

HOW TO PREPARE FOR YOUR INTERVIEW

Resumes, Career Fair conversations, and applications get you the interview. The interview gets you the job!

PREP FOR THE PROCESS

Schedule
Place or Format
Clothes
Do’s and Don’ts

PREP FOR THE QUESTIONS

Research
Opening Questions
Behavioral Questions
Technical Questions
Do’s and Dont’s

PREP FOR THE FOLLOW UP

Post-Interview Tips
Navigating Offers or Deadlines
Do’s and Dont’s

PREP FOR THE PROCESS

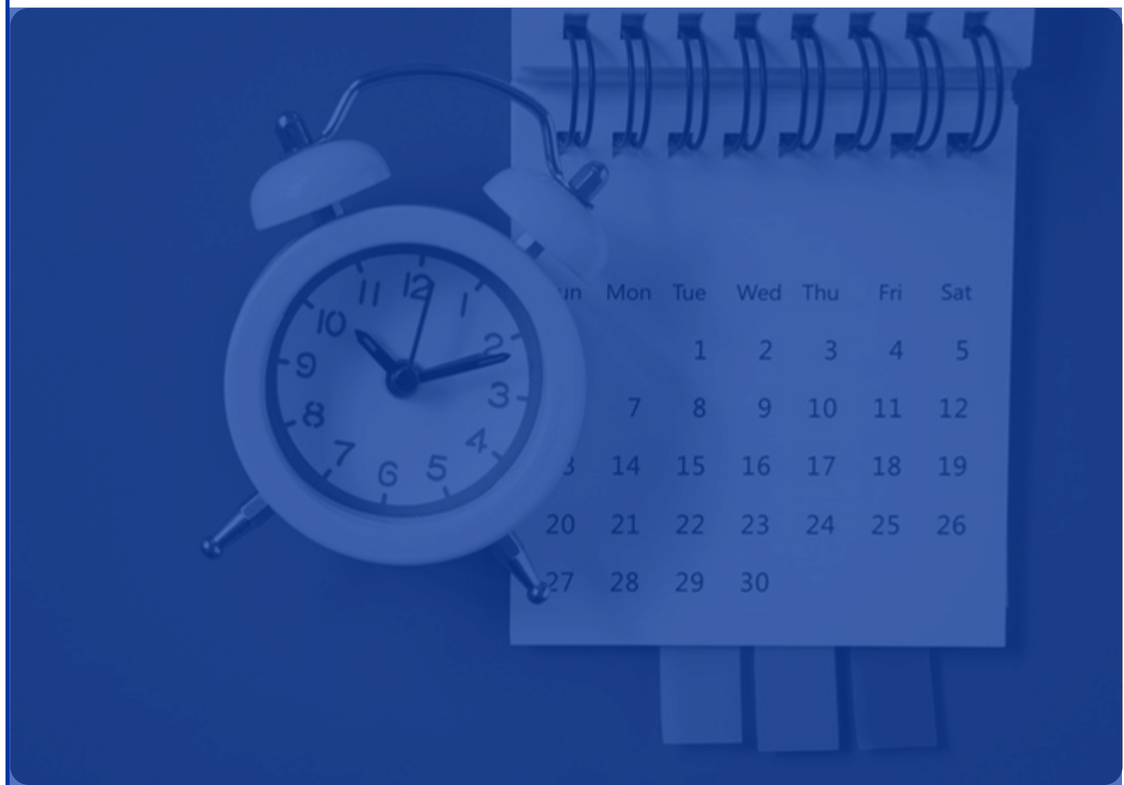
SCHEDULE

FOR EVERYONE:

- Confirm if the interview is in-person or online (Zoom/Teams/Etc.)
- When scheduling, remember to allow yourself lots of time for travel or in between classes.

FOR SENIORS WITH ONE SEMESTER LEFT:

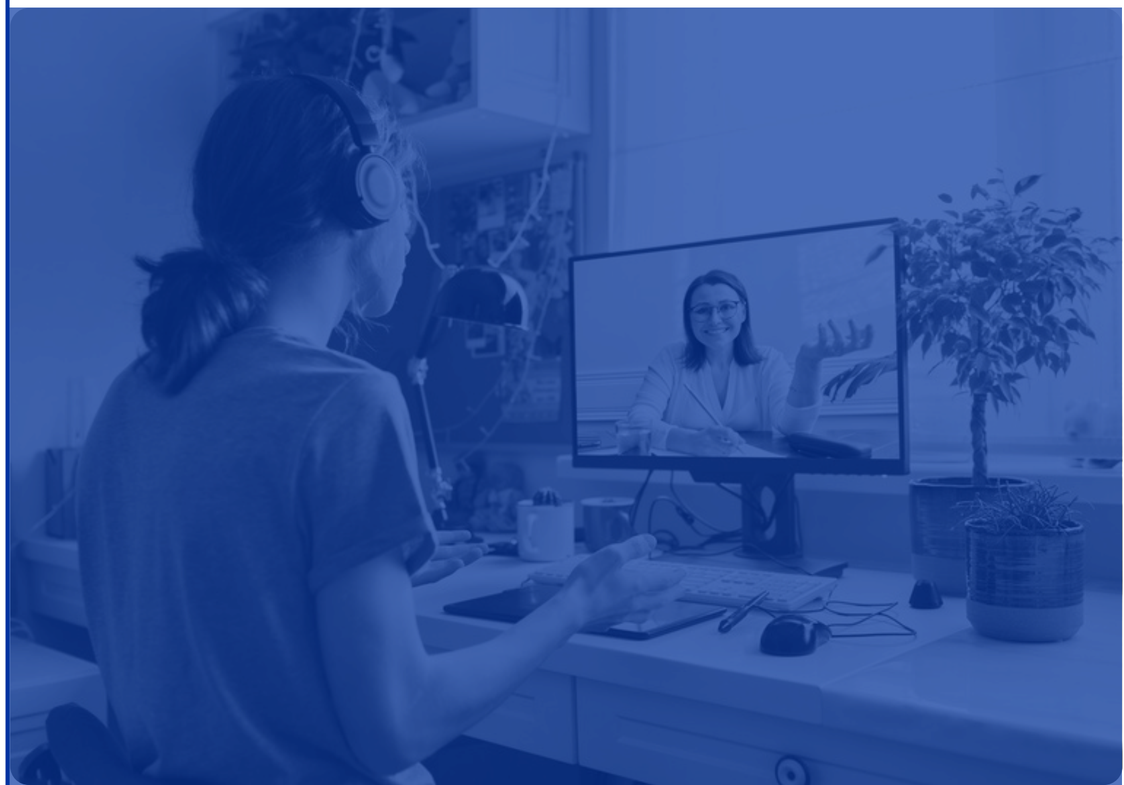
- Full-time job interviews for graduating students ARE excused absences here at UK. *(Internship and co-op interviews are NOT.)*



PREP FOR THE PROCESS

PLACE OR FORMAT

- **FOR IN PERSON INTERVIEWS:**
  - Map out how you will get there and plan out a test-drive if possible.
- **FOR ONLINE INTERVIEWS:**
  - Be sure to download and test the software being used ahead of time (Zoom? Teams? Webex Meetings?) on your laptop AND your tablet or phone.
  - Check for software updates the morning of the interview. ***Also check for Microsoft updates if you have a PC.
  - Clean your surroundings and use a blurred background or virtual background.



PREP FOR THE PROCESS

CLOTHES

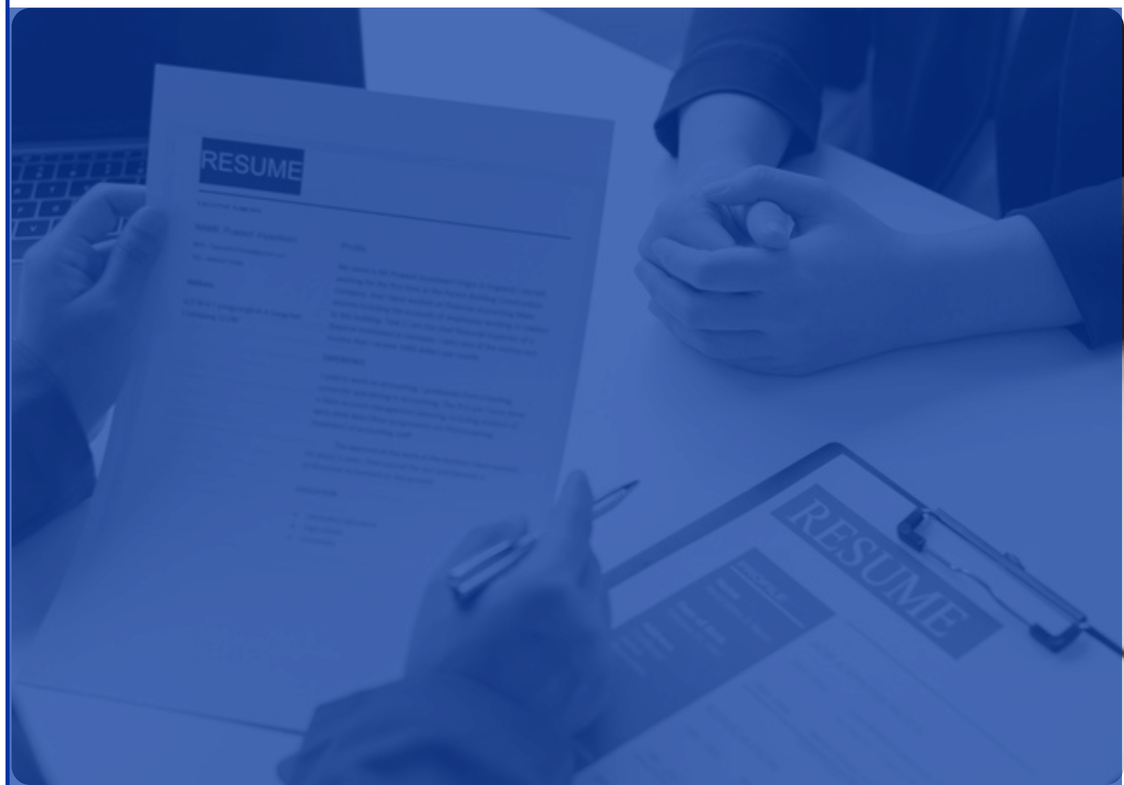
- **FOR BOTH IN-PERSON AND ONLINE:**
  - Get completely dressed. No shorts or pajama pants on the bottom - you never know when you might have to stand up unexpectedly.
  - Dress to impress - better to be overdressed than underdressed.
  - Make use of Wildcat Wardrobe - 3 pieces of FREE-TO-KEEP professional clothing to UK student every semester! Build up your wardrobe.



PREP FOR THE PROCESS

- **FOR BOTH IN-PERSON AND ONLINE:**
  - Be early. Always.
  - Try on your clothes ahead of time (several days before not the night before).
  - Turn off your cell phone/smart watch (or don’t wear).
- **FOR IN PERSON INTERVIEWS:**
  - Treat everyone you meet like an interviewer - they may get asked about how you treated them.
  - Bring resume copies with you.
  - Accept water if offered.
- **FOR ONLINE INTERVIEWS:**
  - Test your set-up. You should be looking straight at the camera (not down/to the side).

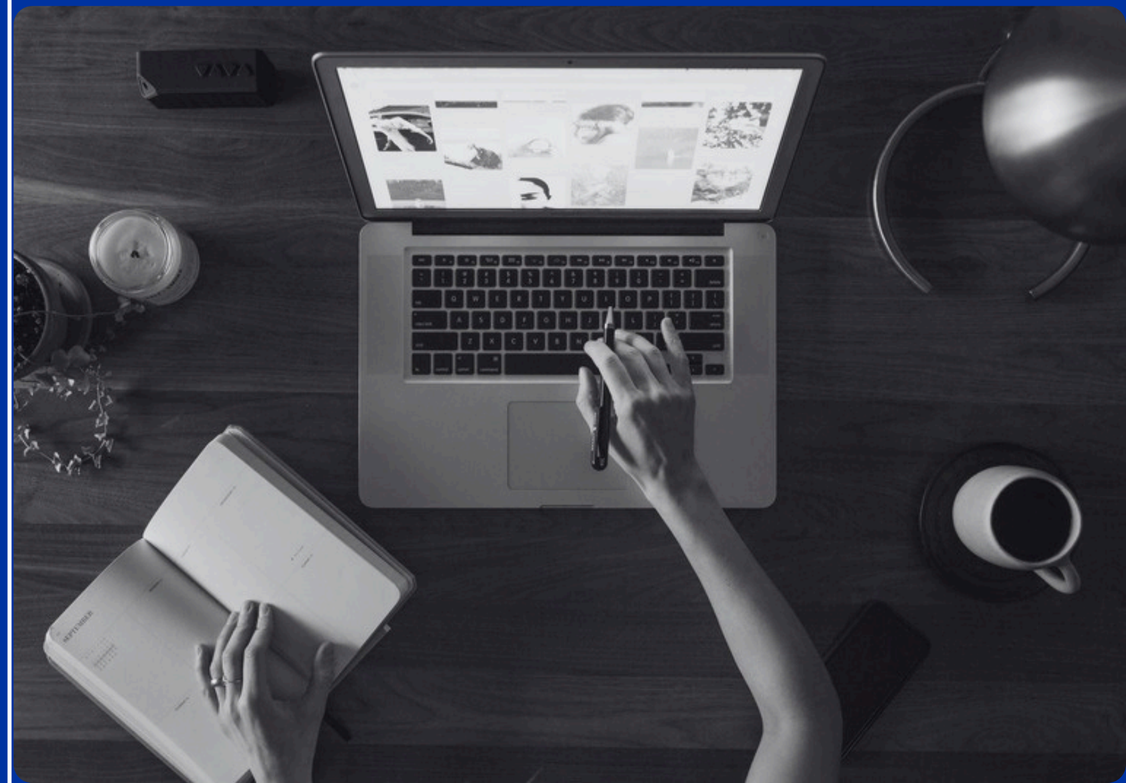
DO’S & DON’TS



PREP FOR THE QUESTIONS

RESEARCH

- Review your resume again. You will be asked about what you've included on your resume.
- Review the job listing/job description - especially if you have applied to multiple jobs!
- Spend some time researching the company itself:
  - "About Us" page for the public or their customers tells you who they believe they are
  - Career page for potential employees is a great place to learn about what they are proud of
  - Social Media pages can be a good place to look for recent (positive) news



PREP FOR THE QUESTIONS

OPENING QUESTIONS

- “Would you tell us a little about yourself?” or “Do you mind walking us through your resume?”
  - Both are opportunities to tie yourself to the job and company.
- “Why are you interested in this role?” or “Why do you want to work for our company?”
- “What do you know about our company?”



PREP FOR THE QUESTIONS

- Most interviews include behavioral questions so you should spend time thinking about your answers.
- Behavioral questions are rarely about the question itself, but rather, they are mean to identify candidates with strong self-awareness and growth mindset.
- Behavioral Questions often begin with:
  - “Tell us about a time when you…”
  - “Describe a time that you…”
  - “Can you share an example of a time that you…”
- Use the STAR format to answer the questions:
  - S = Situation
  - T = Task
  - A = Action
  - R = Result

BEHAVIORAL QUESTIONS



PREP FOR THE QUESTIONS

- “STAR? How the heck do I create an answer with that?”
- It’s a story! You are sharing a story and a good story includes details (like a good book, tv show, or movie).
- Use the STAR format to answer the questions:
  - S = Situation => Specific Situation/Context
  - T = Task => Clear Task
  - A = Action => Specific Action You Took
  - R = Result => Measurable Result
  - ** *Wrap Up => One Sentence of Learning (What you’d do differently in the future or what you took away from the situation.) ** This is the pretty bow on top of your answer.*

BEHAVIORAL QUESTIONS - S.T.A.R.



PREP FOR THE QUESTIONS

- Describe a time when you failed or made a big mistake. What did you learn from it?
- Give me an example of a time you had to think outside the box to solve a problem or complete a task or assignment. Why did you need to do this?
- Tell us about a time you had a conflict with a colleague, teammate, or classmate. What did you do?
- Can you describe a time you had to motivate a group you were a part of?
- Tell me about the last problem you could not solve.
- What is your biggest weakness? What is your biggest strength?
- Share a time you failed to meet a deadline.
- There are MANY MORE examples on our Trello Board.

BEHAVIORAL QUESTION EXAMPLES



PREP FOR THE QUESTIONS

- Sometimes employers will ask questions where they expect you not to know the answer. This isn't a trick - it's a situation that happens in the real world.
- Ask for clarification if need be, but attempt to answer the question to the best of your ability.
- Be willing to admit you do not know the answer.
- When sharing your answer, be prepared to explain your reasoning when appropriate.
- Examples:
  - How many pennies, if stacked on top of each other, would equal the height of the Empire State Building?
  - How many golf balls can you fit in aBoeing 747 airplane?

QUESTIONS YOU ARE NOT PREPARED FOR

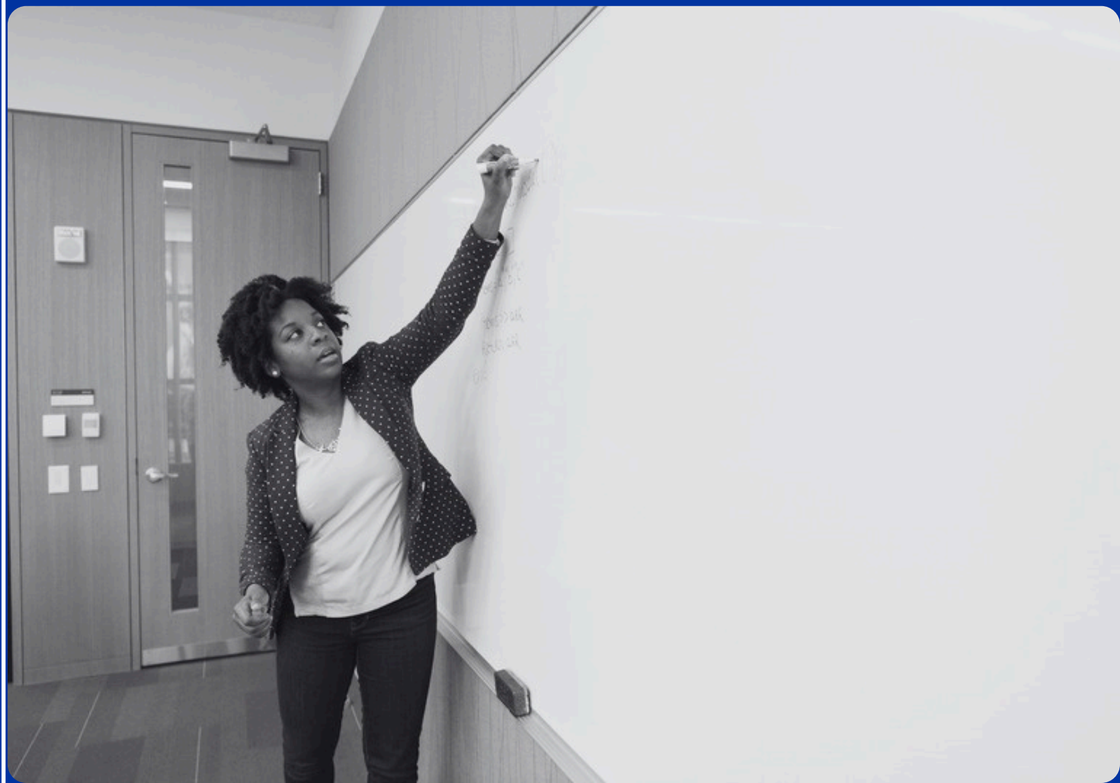


PREP FOR THE QUESTIONS

TECHNICAL QUESTIONS:

- Technical questions could be specific to the company or to your major (think electrical and circuits/voltage/power, for example).
- Most co-op interviews do not have technical questions, but there could be some. They are more common in interviews for graduating students.
- Answer the questions out loud - explain your thought process.
- Ask questions to get more information or to enable yourself to answer the questions.
- Use tools provided (paper, whiteboard, etc.)

TECHNICAL QUESTIONS



PREP FOR THE QUESTIONS

ANSWER AS YOUR OWN ADVOCATE

BE YOUR OWN ADVOCATE/TOOT YOUR OWN HORN:

- Use questions as an opportunity to advocate for your transferrable skills and how they would be an asset to the company.
- Take time to express out loud that you want this job/you want to join this team.
- Address skills gaps (if you have them), identify passion for the work or the company, and be confident.
- Be prepared to answer this question: “Why should we hire you over any other candidate?”



PREP FOR THE QUESTIONS

DO:

- Make eye contact with the interviewer(s).
- Take a moment to think. “That’s a great question! Let me think about that for a moment.”
- Ask for clarification if you don’t understand a question.
- Use a hypothetical if necessary.
- Include connecter statements like “and this is what I learned from that situation” or “if I faced that with your company, this is what I would do differently….”
- Prepare questions for them!

DON’T:

- Panic if you’re nervous. It’s normal!
- Worry if you stumble over your words. Pause, say something like, “I’m a little nervous but excited to be here so let me try that again…”

DO’S & DONT’S

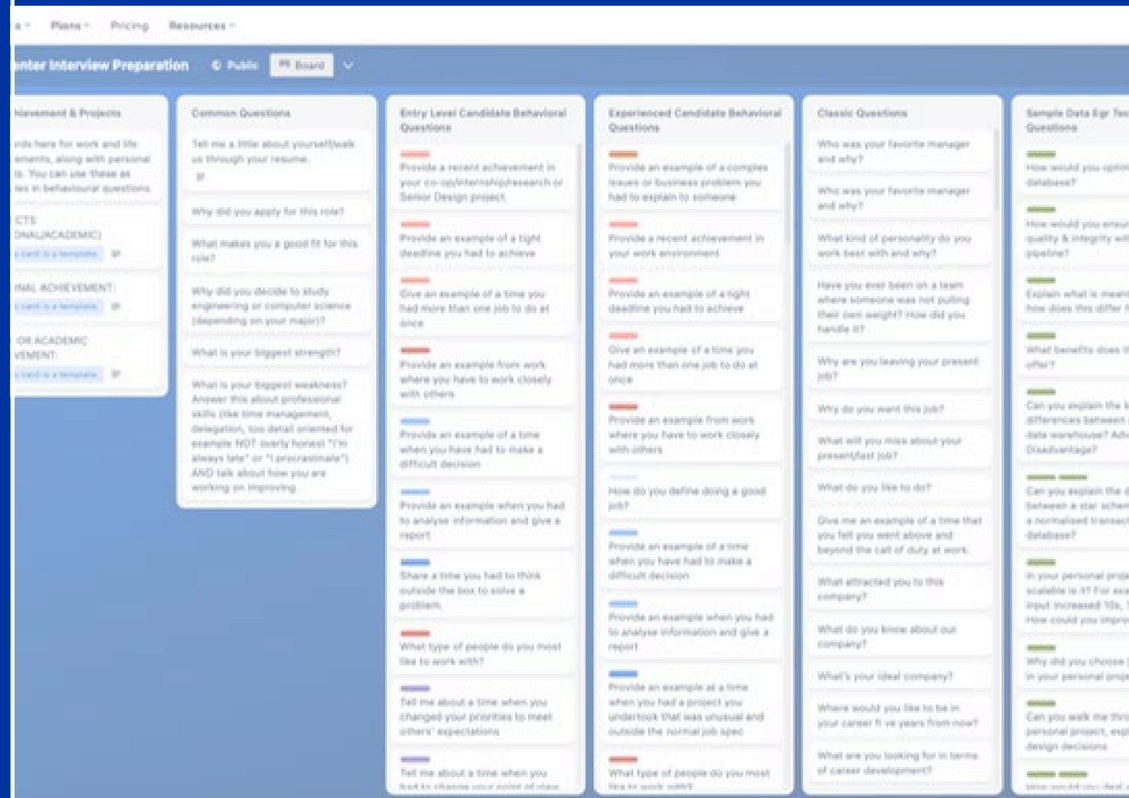


PREP FOR THE QUESTIONS

INTERVIEW RESOURCE

ORGANIZE YOUR PREP

- Use a checklist, an excel sheet, or a Trello Board
- Make a list of questions and resources
- Make a list of questions to ask
- Make notes about technical questions or technical interview prep resources



PREP FOR THE FOLLOW UP

- Shake everyone’s hand and say thank you at the conclusion of the interview. Ask for contact information if you don’t already have it.
- Send a **thank you email** the same day or early the next morning to those who interviewed you. Hiring decisions move quickly and this may be the edge in deciding between two candidates.
- Be patient!
- Follow up with our office if you have questions. Some interview processes move quickly and some take longer. It is not a reflection on you!

POST-INTERVIEW TIPS



PREP FOR THE FOLLOW UP

- When you get a full-time offer, never accept on the spot. Not even your dream job.
- Make sure you understand how much time you have to decide. Industry standard is 2-3 weeks.
- Do not wait until the day your answer is expected to reach out to our office for help - reach out immediately so we have time to assist you.
- Graduating students: make a job offer evaluation and negotiation appointment with Betsy.

NAVIGATING OFFERS OR DEADLINES



PREP FOR THE FOLLOW UP

DO'S & DONT'S

DO:

- Send the thank you email!
- Pay attention to next steps or deadlines.
- Follow up if you haven't heard back after a reasonable amount of time.

DON'T:

- Bring up salary requirements or try to answer questions you struggled with in the thank you email.
- Ignore guidance given regarding follow-up.
- Be afraid to ask for feedback if you don't get a position you interviewed for.
- Be afraid to reapply at a later date if they encourage you to do so.



PREPARATION IS KEY.

Research. Draft your answers. Practice Interviewing.

INTERVIEW RESOURCES

1

Career and Co-op Center

Mock Interview and Interview Prep appointments: But don't wait until the last minute as our appointments book up quickly.
Career Peers: During the school year Career Peers can talk to you about the kinds of behavioral questions you may get in an interview (they do not work summers and vacations).



2

Big Interview

Big Interview is free for all UK students. It is an online platform that you can use to prep for interviews. You can learn from modules or you can practice the answering questions and get AI feedback. Log in with your LinkBlue credentials. **uky.biginterview.com**

4

Trello Interview Prep Board

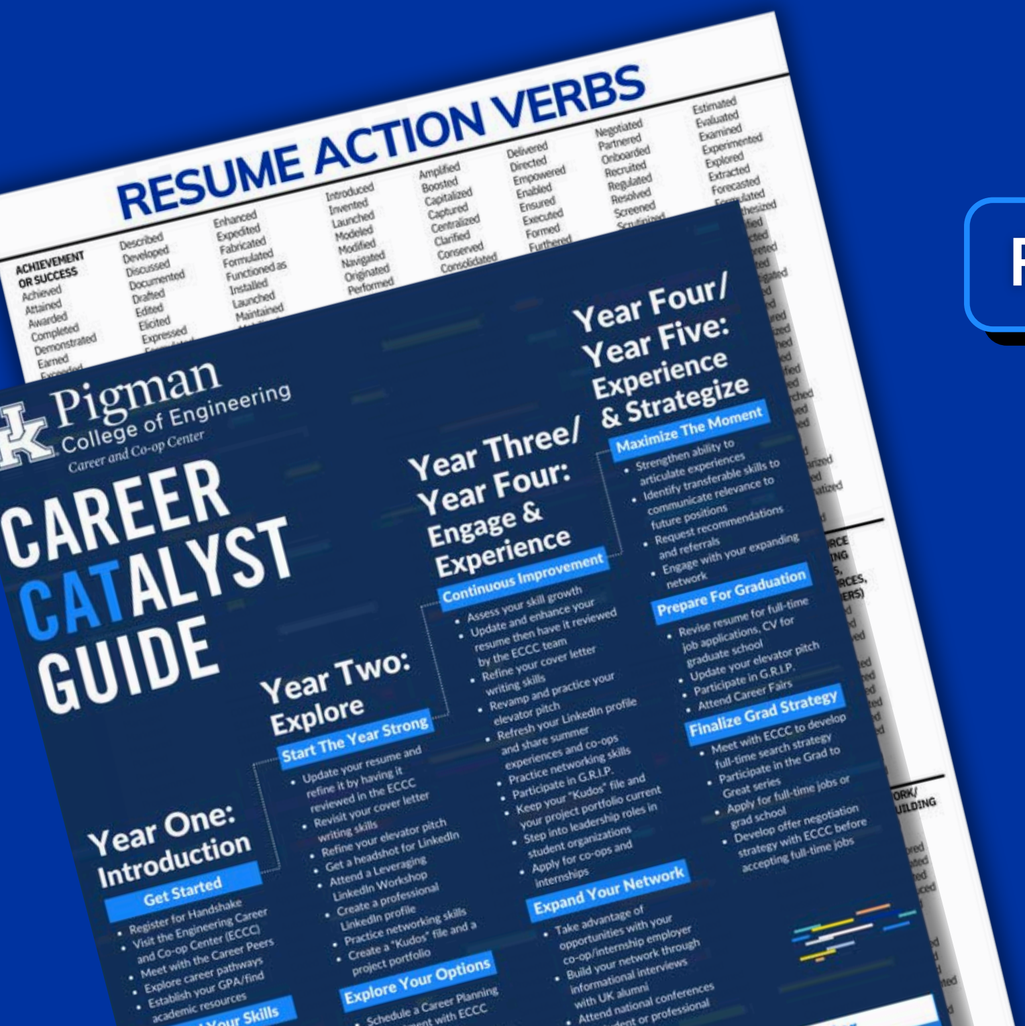
The Engineering Career and Co-op Center has created a Trello Interview Board for you to use. It is completely free and you can copy the board to make it fit your needs. (We also have a Job Search Trello Board for you!)

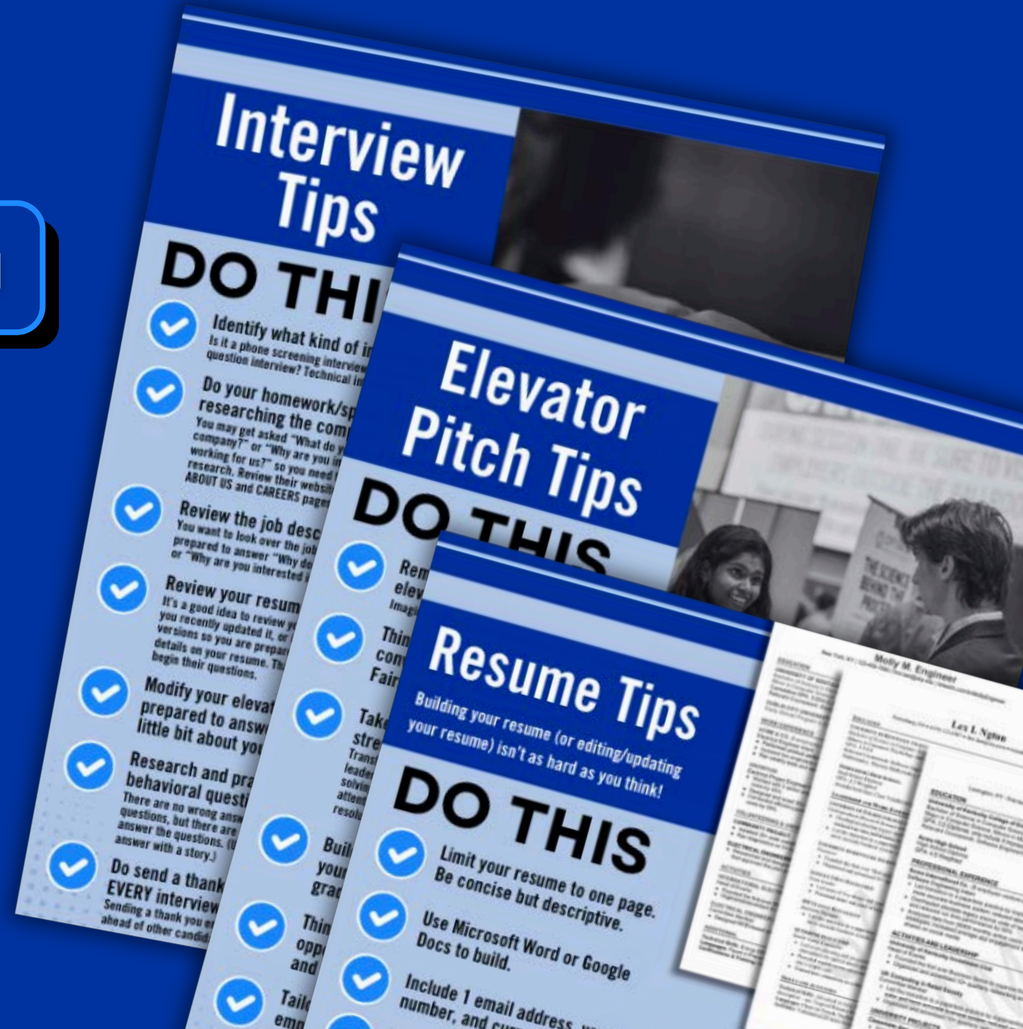
JUST REMEMBER: IF THEY ASKED YOU TO INTERVIEW, THEY BELIEVE YOU ARE A GOOD CANDIDATE!

Don’t give them reasons NOT to hire you. Be confident. Believe in yourself. You deserve the job!

FIND ALL OUR CAREER AND CO-OP CENTER RESOURCES HERE

PigmanCareers.uky.edu





FINAL QUESTIONS?

Resources