**Interview for Success**

**by: Heather Novak**

With graduation and summer approaching you may be looking to enter the job market. Searching and applying for a job is only half the battle. Today’s job candidates are required to be sharper and more prepared than ever. In addition, companies and schools expect you to do your homework. Once you’ve been granted an interview it should be easy right? The answer may surprise you; the interview may be the hardest part of all.

Interviews are first time impressions and you won’t get a second chance. From the minute you enter the room until the interview is over, you are making an impression. Take time to prepare yourself to make the best impression possible.

An interview requires a little bit of research and a lot of organization. The first step a candidate should make is to research the district, school, or job thoroughly. Materials about the area and job are easily available through secretaries, printed material, and the internet. Attending public meetings and driving through the area can also improve your background knowledge. Background knowledge will be a vital part of your interview when asked, “Why would you like to work for us?” It also prepares you to ask questions of them if given the opportunity.

Your dress will also be evaluated by the interviewer - think first impressions! Dress conservatively and neat. Colors that are favored are navy, charcoal, and pinstripes. Minimal makeup is recommended. Jewelry should also be conservative for women and is not recommended for men. Shoes should be closed toe, shined and comfortable with low to mid heels for ladies.

Before your interview assess yourself. What are your strengths and weaknesses? Remember you want to sell yourself and emphasize your strengths and minimize your weaknesses. Identify the time and place of the interview, lateness will not be tolerated. Learn the pronunciation and title of the person interviewing you. Practice the answers to possible questions you might be asked. There are several Web sites that are dedicated to interview questions for you to prepare with.

During the interview you want to appear poised and alert. The first phase will be to break the ice and hopefully relieve some of your nervousness. They will also be evaluating what kind of person you are so don’t take this first phase lightly. During the second phase the interviewer will be examining your background and resume and making judgments based on your activities. It is important to keep your answers short and to the point without stretching them out. You will also want to take time to analyze the questions, but try not to show discouragement at tough questions.

At the end of an interview you may be given an opportunity to ask questions. Some questions to avoid at all costs, at least until you have the job, are those that involve salary, benefits, and vacation. Be sure to inquire only if you have serious questions, the interviewer may have others to also interview. When the interviewer indicates a close, be prepared to end the conversation.

Even when an interview is over, you should always follow up. Inquire when you might be contacted. You should send a thank you note regarding the interview and if no contact has been made past the designated time, give them a call. Even if you don’t succeed be gracious and try, try, again. Happy Hunting!

Some Web sites of interest:
- [www.teachers4america.net](http://www.teachers4america.net)
- [www.ed.uiuc.edu/esco/interviewing](http://www.ed.uiuc.edu/esco/interviewing)
- [www.atozteacherstuff.com](http://www.atozteacherstuff.com)
- [www.uwm.edu](http://www.uwm.edu)
Help the fight against cancer, join with your classmates and come to the first annual Florida Tech Relay for Life!

The Relay for Life will be held Friday April 1st starting 5:00 p.m. and runs until Saturday April 2nd at 11:00 am. Everyone is invited to come out and join us in the Clemente Center for a night of music, games, and a lot of old fashioned, wholesome fun!

Mathematics Awareness Month 2005
Mathematics and the Cosmos

- How do astronomers find planets outside our solar system?
- How can cosmologists understand the behavior of galaxies, quasars and black holes?
- How do missions to Mars and Saturn, for example, arrive at their destinations so precisely, and once there, how is information relayed back to Earth?

Mathematics is fundamental to answering these questions. In fact, mathematics is at the core of our attempts to understand the cosmos at every level: Riemannian geometry and topology furnish models of the universe, numerical simulations help us to understand large-scale dynamics, celestial mechanics provides a key to comprehending the solar system, and a wide variety of mathematical tools are needed for actual exploration of the space around us.

Resources for this year’s Mathematics Awareness Month program can be found at www.mathaware.org.

Scholarships & Financial Aid

- Bryan LaRose Memorial Scholarship – Applications in the Lab.
- http://www.floridastudentfinancialaid.org/osfahomepg.htm
- http://www.icuf.org/financialaidoffice.htm
- http://www.findcollegemoney.com/
- http://www.findtuition.com/