Interview Process

- Submit Resume
  - CareerKnight
  - Company Website

- Resume is Filtered
  - GPA, School taken into account
  - 30 seconds per resume…
  - NO ROOM FOR ERRORS

- Interviews take place in “Rounds”
  - Phone screen
  - On-Campus Interview
  - 2nd Round at company’s site
  - Super Day (multiple interviews: 3-6)
Keep yourself motivated…

- Interviews are your only chance at proving you are the right fit for a job or internship

- You may just have 20-30 minutes to prove to the interviewer you are better than everyone else

- Essential to prepare the same way you would an exam

- Multiple sources must be used effectively to prepare
Interview Preparation

- General Tips
  - Research company! (and interviewer) …Google Search, LinkedIn
  - Put together an interview folder/portfolio
  - Research the industry, relevant current events
  - Meet with professionals in career field of interest
  - Reach out to LIBOR E-board
  - Anticipate questions & develop answers
  - Prepare thoughtful questions to show interest in position & organization!

- “Guides”
  - Wall Street Oasis, Vault, Mergers & Inquisitions Guides
  - “Literally a MUST READ”
  - Review proper Dress Code info in Wisconsin Interview Prep guide
Overlooked Factors of Preparation

Resume
- Importance of knowing your resume IN & OUT
- Everything’s fair game
- Try to write a paragraph for every bullet
- How does that bullet show teamwork/leadership/responsibility? Show you’re a hard worker? Show initiative?

Market
- Common criticism of RU students
- Keep up-to-date on the markets & have an opinion
- No substitute to WSJ (also NYT Dealbook, Bloomberg)
- Macro factors (form broader views vs. memorizing #’s)
Overlooked Factors of Preparation

- **Alumni**
  - Speak with people who have been there before
  - People working at firm/have gone through similar interviews
  - Gain insight into the firm
  - Why they like their job? Why they chose their industry? What separates their company from others?
  - Responses from alumni help you form your own responses!

- **LIBOR**
  - Let us who & where your interviewing
  - We’ve been in your shoes
  - Advice you may not get out of alumni
  - Mock Interviews
Interview Formats

1) Telephone Interview
2) On-site Interview
Telephone Interview

- Commonly for 1st Round/Phone Screens
- Less pressure but don’t let your guard down
- Initial preparation
  - Professional voicemail greeting
  - Practice speaking by leaving yourself voicemails & listening to how you sound
- On the Phone
  - Dress in suit anyway, stand up/sit up straight
  - Keep resume & supporting materials in front of you
  - Maintain your highest level of concentration, take notes
  - Pay close attention to interviewer’s voice patterns
  - Sound enthusiastic
On-Site Interview

- Get a good night’s sleep
- First impression sets the entire tone
  - Largely based on non-verbal cues and clothing choices
  - Business professional attire
  - Good posture displays confidence (sit up straight, feet still)
  - Don’t bring too much “junk” …only a padfolio is really necessary
- Start & finish interview with a firm handshake
- A handshake begins with eye contact

Rule of Thumb
- At no point should you be talking for more than 3 minutes straight without stopping
- Exception: “walk me through your resume”
- The best interviews are those where you are having a relaxed, normal conversation with the interviewer
Types of Interview Questions

1) Behavioral (Fit)
2) Technical
Behavioral Questions

- Personality-oriented, can they enjoy being around you?
  - Answering in a “less than desirable way” or fumbling around does more damage than missing a technical question

- Qualities to emphasize
  - You have a willingness and desire to learn
  - You possess a great attitude and personality
  - You are an absolute workhorse

- SHOW don’t tell these qualities
  - Use detailed stories from your past
  - Every story you “tell” should “show” you have the skills needed

- S.T.A.R method (describe Situation, Task, Action, Results)
Behavioral Questions

- No definitive answers to these types of questions
- You cannot prepare for everything you may get asked
  - Have numerous stories you can mold to fit any question
  - Be yourself, don’t come across as fake
  - Be confident, but not cocky
- Answers don’t necessarily have to be related to finance
  - Best development in an interview: subtle shift in tone from a formal question & answer session into more of a conversation you would have with a friend
  - Maybe you end up talking in depth about the job you had last summer, your involvement in a club, or a sport that you play
Behavioral Questions- Examples

- “The one question you will get asked… Guaranteed.”
  - Walk me through your resume and/or Tell me about yourself

About You

- What are your strengths? weaknesses?
- What do you consider to be your greatest accomplishment?
- What is the biggest risk you’ve ever taken? biggest obstacle you’ve faced? toughest decision you’ve made?
- Why did you chose Rutgers?
- What is the number one thing I should know about you that I cannot learn from your resume?
Behavioral Questions - Examples

- Situational (give me an example of a time when...)
  - Took a leadership role in a team
  - Had a group conflict
  - Faced the risk of missing a deadline
  - Project that required you to think quantitatively and analytically
  - Set a goal & achieved it
  - Had to multitask
  - Made a split second decision
  - Had a major disappointment/learning experience

- Others
  - What qualities make a successful leader?
  - What are your career aspirations?
Technical Questions

- Difficult, test your knowledge/ability, include #’s
- Look at a “Technical Guide”
  - WSO guide breaks down different categories by difficulty level
- Focus your studies on the relevant industry
  - **S&T** - stocks, bonds/interest rates, currencies, and options/derivatives
  - **IB** – general background in everything, Accounting/Finance/Valuation, Mergers and Acquisitions
- Other
  - Brainteasers
Technical Questions- Examples

- Accounting/Finance/Valuation
  - What are the 3 main financial statements? How are they connected?
  - How would a $10 increase in depreciation expense affect the three financial statements?
  - Walk me through a DCF
  - When should a company issue stock rather than debt to fund its operations?
Technical Questions - Examples

- **Stocks/Bonds/Interest Rates**
  - Name three stocks/companies that you think are undervalued and why?
  - Where do you think the stock market will be in 3/6/12 months?
  - Is 15 a high P/E ratio?
  - When should a company buy back stock?
  - What steps can the Fed take to influence the economy?
Technical Questions - Examples

- Brainteasers
  - What’s 17 squared? What’s 18x22?
  - How many gas stations are in the United States?
Questions to Ask Interviewer
Questions to ask Interviewer

- **Lifestyle**
  - What advice would you give me going into my years as an analyst?
  - How have you managed to handle the intense banking lifestyle?

- **Financial**
  - What is your opinion of where the economy is going in the next year?
  - What do you think separates this bank from other similar banks?
  - What future changes do you see for this company?

- **Interview Closure**
  - What are the next steps in this process?
Questions?
Mock Super Day: Friday, November 9

- **Mandatory** for juniors if you would like to be considered for resume books
- Application Deadline: Saturday, November 3
  - Apply for Investment Banking or Markets role
- The Interview
  - Two 1-on-1 interviews (20-30 minutes each)
    - 1 behavioral
    - 1 technical
  - Business professional
Next Meeting: CIT Finance

- Monday, October 29, 2012 – 9:30 PM LSH-A142
  - Recruiting directly through LIBOR for summer internship opportunities – **BRING** your resume