

IHS Senior Exit Interviews

Class of 2010

Exit Interview Appointment Details:

Report to the Administration Building 565 NW Holly Street, Issaquah, WA 98027 - 10 minutes prior to your scheduled interview time

Before the interview:

- * Dress appropriately, dress up! (see next page)
- * Bring an **updated, clean, unfolded copy of your resume** with you.
- * You must be at the interview location at least 10 minutes before your interview time. As you enter E8 you will be given a copy of the Exit Interview Questions.
- * Have confidence in yourself. Put your best foot forward.
- * Make sure hands and nails are clean and groomed.

At the interview:

- * SMILE!
- * Hand your resume to one of the interviewers.
- * Shake hands. Introduce yourself. Remain standing until you are offered a seat.
- * Maintain good posture while seated.
- * You will be asked to answer/discuss three of the Exit Interview Questions (everyone will answer question 1, plus two other questions).
- * Think before you speak. Try not to rush your answers.
- * Use eye contact. Look at the interviewer when talking.
- * Answer questions completely; do not give just "yes" or "no" answers.
- * Show enthusiasm; these questions are about YOUR future.
- * When the interviewer says you are done, stand, shake hands, and thank your interview team for their time.
- * Try to relax; we are selecting interviewers who are happy to meet you!

Total interview time will approximately 10-12 minutes.

Summary:

Exit interview students are evaluated on the following: **bringing a clean updated copy of their resume, proper greeting** (hand shake), **appropriate attire and cleanliness** (well groomed with appropriate clothing), **the overall interview**, (preparedness, response and reactions to questions) and **proper closing** (hand shake and thanks).

Professional Attire Dressing for Success!

Dressing well for business occasions is one important part of making a positive first impression. Your attire is one of the first things that another person will notice about you. You don't have to buy expensive clothing. You simply need to take the time to choose clothing that reflects you in a positive light. Along with looking great your self-confidence will shine!



Females	Male
<p>Optional: Business suit or blazer</p> <p>Required: Dress blouse or dress sweater and mid-length skirt, dress slacks or business dress. Everything should be clean and well pressed. Moderate heeled shoes and stockings or trouser socks.</p>	<p>Optional: Business suit or blazer</p> <p>Required: Dress collared shirt with necktie, dress slacks (Dockers style ok). Everything should be clean and well pressed. Clean dress shoes and socks.</p>
<p>Unacceptable: Jeans(denim or black), shorts, t-shirts, sweat shirts, tight or revealing clothing Dirty/worn athletic shoes, sandals or flip flops</p>	

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