

EMPLOYABILITY SKILLS

INTERVIEW SKILLS



Tools for Job Market Success

Searching for jobs — and putting your best foot forward in the often-dreaded interview — can be much less overwhelming with the right tools. From job search skills to interview strategies, the CareerSafe Interview Skills course provides the knowledge and essential skills needed to navigate the job market, interview confidently, and launch a successful career.



Best-in-Class US-based Customer Care



+4.1 Million Trained and Counting



Aligns with Employability Skills Framework



"I trained alongside my friends and classmates and developed better communication, problem solving, listening, critical thinking, and leadership skills because of it. The method in which I was taught was through interactive lessons that were simple but effective."



Optimized Learning



Study Guides



Real-World Scenarios

Benefits and Features

- Contains **interactive content and real-world scenarios** to keep courses engaging and give students the opportunity to practice the skills they learn.
- Includes **teacher tools and resources** that make it easy to distribute courses, plan lessons, and manage students.
- Provides resources and techniques for building **essential skills and strategies** applicable in all professional fields.



4 Hour Seat Time



Part of our Employability Skills Training Library of courses!



TOPICS AND LEARNING OBJECTIVES

Strategies for Young Professionals (~40 minutes)

- Recognize strategies to highlight and showcase experiences relevant to job duties.
- Model identifying transferable skills.

Being Application Ready (~50 minutes)

- Recall what employers look for in job applicants.
- Identify key words in a job description.
- Describe strategies to maintain hireable social media profiles.
- Describe how AI technologies are used within the hiring process.
- Recognize strategies for creating an ATS-friendly resume.
- Recall common resume mistakes/pitfalls/blunders/errors to avoid.
- Identify best practices for maintaining your resume.

Interview Preparation (~40 minutes)

- Recognize pre-interview preparation strategies generally and by interview type.
- Apply pre-interview preparation strategies.
- Explain the STAR methodology.
- Role-play the STAR method.

Specific Strategies By Interview Type (~30 minutes)

- List the different types of interview formats.
- Identify strategies for different types of interview formats.

Acing the Interview (~60 minutes)

- Describe how to make a positive first impression.
- Identify strategies for effective communication during interviews.
- Classify interview behaviors as productive or unproductive.
- Model practicing for an interview.

Post-Interview Actions (~20 minutes)

- Identify steps to professionally follow-up on an interview.
- Recall reflection strategies that focus on ongoing improvement.
- Identify considerations when evaluating job offers.



Learn more about the CareerSafe Employability Skills
Interview Skills course »

