

# Tips to prep for an successful Interview

The aim of the interview is for us to get to know you better but it's also a great opportunity for you to learn more about us and the role. Below is some information on the interview format and tips to help you prep for your interview. Good luck!

## FORMAT

The format of the interview can vary depending on the role you are applying for and this can take place either face to face or over the telephone. The interview will focus on your education, your previous work experience, your interest in working in finance. We may also ask you some technical based questions and competency based questions. Interviews generally last for 30 minutes to an hour.

The interview process can consist of 2- 3 rounds and it's a great opportunity for you to meet with managers, colleagues and members of HR.

For the final round, you may be asked to participate in an Assessment Day/Super Day. The Day will consist of group exercises, networking sessions and business interviews. Following the final round, we aim to come back to candidates within 2 weeks to let you the outcome.

## TIPS

### Before the interview

- **Research** the company before the interview and find out what we do. Our website is a good place to start:
  - Americas - <https://www.mufgamerica.com/>
  - EMEA - <https://www.mufgemea.com/>
- **Practice** by doing mock interviews, this will help you becoming familiar with interview questions and also help you to identify key points you want to get across over the course of the interview
- **Prepare** If the interview is taking place by telephone, find a quiet place to avoid any disruptions and make sure you are not in an area with signalling problems. If you are coming into our office for a face to face interview, make sure you know the address and arrive at least 15 minutes before the start time. If you're running late, make sure you let HR know as soon as possible.

### During the Interview

- **Think before you speak** and show enthusiasm, don't rush to answer questions and really think about how you are answering the question. Using the **STAR technique** is to answer questions can help structure your answers:
  - **Situation** - present a recent challenge and situation in which you have found yourself
  - **Task** - What were you required to achieve? The interviewer will be looking to see what you were trying to achieve from the situation
  - **Action** - What did you do? The interviewer will be looking for information on what you did and why you did it
  - **Result** - What was the outcome of your actions? What did you achieve through your actions and did you meet your objectives? What did you learn from this experience?
- **Speak clearly** and at a reasonable pace. Remember it's natural to be nervous.
- **Prep questions** - Remember it's also an opportunity for you to learn more about the company and role. Make sure you have **questions** prepared to ask the interviewers at the end of the interview. Examples can include:
  - What types of tasks will the successful candidate be involved in?
  - Why do you like working for MUFG?
  - What are the next steps?

### After the interview

- **Follow up** - Send a thank you note to HR to share with your interviewers.