Job Interview

**CONTEST DATE & LOCATION:** Refer to the Kansas State Championship Conference Packet

**PURPOSE:** To evaluate each contestant’s understanding of employment procedures they will face in applying for positions in the occupational areas for which they are training.

**ELIGIBILITY:** Open to active SkillsUSA members.

**CLOTHING REQUIREMENT:**

For Men: Official blazer, or jacket; black dress slacks; white dress shirt; plain black tie with no pattern or the SkillsUSA black tie; black socks and black shoes.

For Women: Official blaze, or jacket; black dress slacks or knee-length skirt with businesslike white, collarless blouse or white blouse with small, plain collar that may not extend onto the lapels of the blazer; black sheer or skin-tone seamless hose and black dress shoes.

**Official attire**

*Updated 4/2020*
CONTEST PREPARATION:

Job Posting

SkillsUSA Kansas / General Job Fair

Employers will be recruiting for Sales, Customer Service, Clerical, Management, Welders, Carpenters, Electronics & Electrical Technicians, Cooks, Auto Service Technicians and other skills related positions.

Email a copy of your resume to: tmagnett@skillsusakansas.org a week prior of the Kansas State Championship Conference.

Bring hardcopies of your resume and job portfolio to the scheduled interview.

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<th>3-D Visual Animation</th>
<th>Advertising Design</th>
<th>Architectural Drafting</th>
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<tr>
<td>Automated Manufacturing</td>
<td>Automotive Refinishing Tech</td>
<td>Automotive Service Tech</td>
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<td>Aviation maintenance Tech</td>
<td>Cabinetmaking</td>
<td>Carpentry</td>
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<td>Collision Repair Tech</td>
<td>Commercial Baking</td>
<td>Cosmetologist</td>
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<td>Crime Justice officer</td>
<td>Crime Scene Investigator</td>
<td>Chef in Culinary Arts</td>
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<td>Diesel Equipment Tech</td>
<td>Electrician</td>
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<td>Engineer</td>
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<td>Computer Tech</td>
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<td>Brick Layer</td>
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<td>Motorcycle Service Tech</td>
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<td>Precision Machining Tech</td>
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<td>Robotics Tech</td>
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<td>Telecommunication Tech</td>
<td>Television Video Producer</td>
<td>Welder</td>
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Each contestant will rotate through 3 Stations during the contest:

**STATION #1: APPLICATION**
Contestants will walk in and apply for the job. They will need to submit 3 typed written resumes’, and 3 typed written reference pages that include at least 3 references. They will have 30 minutes to fill out the job application. When contestants turn in their application they will be given a time for their interview. Each contestant will be scored on the following in Station #1:

- Application time
- Submission of all documents
- Completeness/Legibility of Application and Resume’
- Early Submission of Electronic Resume’ sent to tmaggett@skillsusakansas.org a week prior to the competition

**STATION #2 RECEPTIONIST**
Contestants will come at their scheduled interview time. They will greet the receptionist and wait to be called for their interview.
Each contestant will be scored on the following in Station #2:

- Greeting and Introduction
- Appearance /Posture /Grooming
- On-time for scheduled interview

**STATION #3: INTERVIEWER**
Contestants will be asked 4 questions and must answer each question within a 1-2 minute per question. They will be judged on:

- Greeting & Introduction
- Appearance /Posture/Grooming
- Maturity: Answer to Questions
- Presentation: Self Confidence and Persuasiveness
- Preparation: Knowledge of Position Applied for and SkillsUSA
- Personal Salesmanship

Thanks for choosing this contest to compete in and Good luck!