It isn’t easy to impress the recruiters who visit the Oklahoma State University campus. They are very particular about who they hire and they usually have the luxury of choosing from a large pool of great candidates. Your success in a screening interview will depend largely upon the strength of your preparation. The following tips should be helpful.

**Tip #1: Have a clear job objective that makes sense in the context of the available opportunity.**
- Schedule an appointment with CASNR Career Services to brainstorm about your objective.
- Read the Writing Career Objectives Ready Reference (E5).
- Visit with alumni or other members of your career network who are employed in areas related to your career interest.

**Tip #2: Research the employer and position thoroughly.**
- If applicable, review the materials in the Employer Information Files in 136 Ag Hall, on your OSU 7 of 10 account, and/or on the CASNR Career Services On-campus Interviewing Web site. These resources will provide you with access to recruiter contacts, dates, positions and requirements, in addition to other detailed information.
- Find and review employer Web sites.
- Search “Prospective Employer” and other organizational links to the CASNR Career Services Web site.
- Talk to graduates who work for the employer.
- Attend any on-campus reception or information session offered by the employer.

**Tip #3: Thoroughly research the field or industry.**
- Conduct informational interviews with other companies and professors.
- Ask Career Services staff for particular industry statistics, etc.

**Tip #4: Know your strengths and have examples ready.**
- Read and complete the Top Ten Reasons to Hire Me Ready Reference (C3).
- Complete the Identifying Your Skills & Qualifications Ready Reference (E6).
- Make an appointment to discuss these exercises with the CASNR career development coordinator.
- Organize examples of your work into a portfolio that showcases your capabilities.
- Visit the Career Resource Center. You may benefit from taking interest indicator quizzes like the Discover test to further assess how your own abilities, strengths and weaknesses will fit into a particular career.
Tip #5: Submit a great résumé.
- Read all of the Building a Great Résumé ready references (E1 - E10).
- Attend a résumé workshop.
- Schedule an in-depth résumé critique with CASNR Career Services and/or plan a drop-by visit to the CASNR Résumé Doctor.

Tip #6: Develop and practice your interviewing skills.
- Participate in the CASNR Career Services Mock Interview Day.
- Sign-up and attend the OSU Career Services Mock Interview Day.
- Review the ready references about successful interviews (Interviewing, G1 – G8).
- For additional interview skill suggestions, consult the reference literature available for check-out through CASNR Career Services in 136 Ag Hall.
- Schedule an appointment for a mock interview with the CASNR career development coordinator.
- Take a speaking and/or listening course.
- Read portions of Sweaty Palms, Major in Success or Interview for Success. Identify some other helpful job search books and valuable resources.

Tip #7: Dress the part.
- Review the ready references about successful interviews (Interviewing, G1 – G8).
- If you have any questions on appropriate interview attire, ask a CASNR Career Services or OSU Career Services staff member.

Tip #8: Show enthusiasm, poise, confidence and sincerity.