



ADVANCED INTERVIEW SKILLS (520)

REGOINAL 2026

FINALS

Judge Key

GENERAL GUIDELINES

- Contestant will indicate on his/her resume the position for which he/she is applying. There are openings in all departments of Digital Solutions shown on the Organization Chart below.
- A contestant may interview for any position listed on the Organization Chart for which he/she is qualified.
- Information in the cover letter and resume must be authentic; however, contestants may choose to use a fictitious personal address and telephone number. The use of references on the resume is optional.
- No other materials will be allowed (i.e., business cards, thank-you notes, etc.) during the Interview Skills contest.
- Portfolio will not be submitted; the contestant will take the portfolio into the interview to be used to demonstrate job competence. Portfolios must *not* be left with judges.

1. Judging Rules:

- **No Ties:** There can be no ties in the top 10 contestants. Judges are responsible for breaking any ties.
- **Ranking:** The administrator will fill out the ranking sheet before dismissing the judges.
- **Multiple Sections:** If there are multiple sections, finalists will be chosen by selecting an equal number from each section.
- **Audience:** No audience is allowed in the contest room.

2. Formulate Questions:

As a team of judges, create two to three questions to ask at the end of each presentation. *Make sure to ask the same questions to every team.* Potential questions are listed below.

1. How do you approach situations where you have conflicting information or data? How do you determine which source or approach to trust?
2. How do you approach situations where you have conflicting information or data? How do you determine which source or approach to trust?
3. Have you ever led a team or taken initiative on a project? Describe how you motivated the team and managed different viewpoints or conflicts.
4. Can you describe a professional milestone or achievement you hope to reach in your career? How do you plan to achieve it?
5. Where do you see yourself in the next 5 to 10 years, and how does this internship fit into your career plans?

NOTE: Be sure to ask the contestant: *Do you have any questions for us?*

FINAL STEPS. Double-check and verify all scores.