



## Candidate Chronicles - S.T.A.R. Interviewing Response Technique

When you are interviewing for a job, it is important to present your examples in an organized, concise way to ensure that the person doing the interview fully understands, especially in behavioral job interviews. One standardized method of approach is the use the S.T.A.R. process. The S.T.A.R. process helps to organize your thoughts and completely communicate your example.

The steps of the process are Situation/Task, Action, and Results. Each step of the process is identified in the chart below.

<b>Situation</b>	Describe the situation that you were in or the task that you needed to accomplish. You must describe a specific event or situation, not a generalized description of what you have done in the past. Be sure to give enough detail for the interviewer to understand. This situation can be from a previous job, from a volunteer experience, or any relevant event.
<b>Target</b>	What is the target/goal? This is what you will measure the result to determine if you succeeded or not. It is best to have the target to be specific, measurable, attainable, realistic and timely (SMART).
<b>Action you took</b>	Describe the action you took and be sure to keep the focus on you. Even if you are discussing a group project or effort, describe what you did -- not the efforts of the team. Don't tell what you might do, tell what you did.
<b>Results you achieved</b>	What happened? How did the event end? What did you accomplish? What did you learn?