

# POST-INTERVIEW REFLECTION FORM

Fill out this form after each interview you go on, ideally within 24 hours, while the experience is still fresh. Taking time to do this will help you to keep track of the interviews you've attended and identify what you are doing well, and what you need to work on – ultimately helping your interview skills improve!

<b>Interview Date &amp; Time:</b>	<b>Position Interviewed For:</b>
<b>Name of Company/Organization:</b>	
<b>Name of Interviewer(s):</b>	
<b>Arrived on time?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Thank You Letter Sent?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> <b>Date Sent:</b>

<b>What is my overall impression of how the interview went? How did the interviewer react to me? Was there a good rapport between us? What was my gut feeling as I left the interviewer?</b>
<b>What did I do well in this interview? At the beginning? During the interview? At the end?</b>
<b>What could I improve on next time? At the beginning? During the interview? At the end?</b>
<b>Which of my skills, qualifications, and experiences did the interviewer seem impressed with?</b>
<b>Which skills, qualifications, and experiences did the interviewer seem to think I might be lacking?</b>
<b>Which questions was I asked that I want to remember? Which ones should I be more ready for next time?</b>

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Personal appointments • Skill Assessment Tools • Employment Strategies • Networking opportunities • Professional development