

Fill this out and take it with you when you go to your interview!

Date:

Time:

Location:

Company:

Position:

Who I'm Meeting With:

Interviewer 1 name, title, and contact information

Interviewer 2 name, title, and contact information

Information About the Company/Department:

Past accomplishments, status in the industry, goals, product, culture

My Selling Point

jobs, internships, activities

Accomplishments & Skills I Want to Bring Up:

Why This Position Excites Me:

Questions I'm Going to Ask the Interviewer:

1.

2.

3.

4.