

Interview Guide for Packaging Engineers Checklist

About the Company:

- Research the company. Check out the employer's website, LinkedIn profile, and other social media channels.
- Read about their company, clients, products and services.
- Learn about how they see themselves and their company culture
- Dig into the job description and think about how your skills align with that of the position

About the Candidate (You):

- Practice your "About Me" Overview. Think about your top three professional strengths and form your overview around those.
- Don't only think about professional strengths, but who are you as a person and what values do you hold that make you a strong candidate?
- Come up with a list of materials, components, processes and technologies you have experience with
- Use the STAR technique. When preparing for the interview, have 3-4 projects that you can quickly talk about to showcase your experience.
 - Situation- give a concise explanation of the problem you were trying to solve.
 - Task- explain the specific challenges you faced in completing the task.
 - Action- give highlights on the action steps you took to get the job done.
 - Results- give a summary of the results you achieved.

About the Interview:

- Write down the questions you're likely to be asked, and practice saying your answers out loud.
 - Why are you leaving your current job?
 - What interests you about this position?
 - What are your strengths and weaknesses?
 - What experience do you have?
 - What industries have you worked in?
 - What materials do you have experience with?
 - What role did you play in the projects you've worked on?
 - What's your greatest achievement?
 - How do you handle stress?
 - Why should we hire you?

- ❑ Find out the type of interview you'll be going on, such as one-on-one, group, or behavioral.
- ❑ Prepare several questions for the interviewer.
 - What are the biggest challenges the person in this position will face?
 - Can you describe a typical day or week in the position?
 - What would a successful first year in the position look like?
 - How will the success of the person in this position be measured?
 - What kind of packaging projects will I be exposed to?
 - What is the opportunity for expanding my expertise?
- ❑ Understand the type of employment this position entails. (project-based, on-site, remote)

During the Interview:

- ❑ Come prepared and know where you're going. Print out and bring extra copies of your resume and a list of references.
- ❑ Bring a notepad and 2 pens so you're ready to complete paperwork or take notes.
- ❑ Bring the phone number of your interviewer in case you get lost or will be late.
- ❑ Prepare your outfit. Dress one step above the atmosphere in the office.
- ❑ Avoid distractions. Mute your phone. Turn off alarms that may be on your watch. Leave food, cigarettes, and other items that aren't necessary for the interview in your car.
- ❑ PACE Yourself
 - Pause to think about the question
 - Acknowledge the question by saying something like "that's an interesting question"
 - Clarify the question if you aren't sure
 - Engage in an answer by giving your response

After the Interview:

- ❑ Follow up with a thank you note to reiterate your interest in the job.

Remember:

The employer almost certainly thinks you're qualified for this role or they wouldn't be interviewing you. The goal is to give a good interview that shows why you'd excel at the job and what you'd be like to work with every day. Be confident. Best of luck!

Adept Talent

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