

Preparing for Site Interview

- Review company website including pipeline and technologies
- Understand competitors, company financials and history (including IPO and stock price), status of clinical trials, mergers and acquisitions
- Research each interviewer using LinkedIn, PubMed and Google Scholar
- Prepare questions for each interviewer – including where are you having the most issues? (You can then use your background to offer ideas on how you've solved similar problems in the past)
- Prepare for potential questions from interviewers – including technical and behavioral – check out [this site](#) for examples of behavioral questions
- Print out interview schedule and any other materials sent by firm
- Prepare and practice presentation – ensure additional copies of talk including flash drive, laptop, email to yourself and hard copy

Morning of Site Interview

- Dress in comfortable business attire
- Bring copy of interview schedule, several copies of your resume, research notes, and any forms including NDA, application, etc.
- Bring notebook and copies of your presentation (on flash drive, laptop, hard copy)
- With all day interviews, prepare to be physically and mentally fatigued. Be sure to eat something in the morning as well as lunch or snacks that may be offered
- Arrive 15 minutes early
- Turn off cell phone and leave in bag (or car)
- Be professional and courteous with everyone you meet
- Smile and remember to breathe :)

Throughout the Day of Site Interview

- Smile and greet everyone with a firm and friendly handshake
- Be yourself, enjoy the opportunity to meet lots of new people, and show enthusiasm
- Give thanks for each person's time
- Collect business cards
- Take lots of notes
- Do a mental re-set between each new set of interviewers – take a few deep breaths and start fresh

After the Site Interview

- Debrief with the recruiter
- Send thank you emails to each person you meet
- Contact references and share reference information with company and recruiter. For each professional reference, include Name, Title, Current Company, Phone, Email and Relationship
- Be sure to ask references if they will give a good reference and encourage them to follow up asap when contacted by recruiter or company
- Practice patience :) It can take a while for company to debrief on interviews and make a decision (they may be interviewing other candidates as well)