

The Ins & Outs of Informational Interviewing

Have questions about a career you plan to pursue? Try talking to someone who already holds the position you are interested in and find out what the career is really like. This helpful tool is called **informational interviewing**. The goal of informational interviewing is to:

- 1) Find out if the job will engage you
- 2) Discover if the job fits your skill level
- 3) Determine if the job matches your personality



Some things to consider for informational interviews:

- *Where do I find someone to interview?*
Start by asking people you already know to see if they could refer you to someone or call local businesses to see if they can direct you towards someone to interview.
- *How do I arrange an interview?*
Call or email the person you want to consult with and introduce yourself. Make it clear that you do not want a job, but are requesting a meeting to discuss their career.
- *How can I prepare for the interview?*
Research the background of the company where your interview will be held, create a solid resume, and compose a set of questions to ask the interviewer.

Remember, the earlier you start exploring career options, the sooner you will be in a fulfilling career that fits you best. For more information on informational interview, and to see some examples of questions to ask [click here](#).

<http://www.bls.gov/opub/ooq/2010/summer/art03.pdf>



U.S. Customs and
Border Protection

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- *How to make your application to CBP stand out*
- *Internship/Recent grad opportunities*
- *What you can do now to prepare for a CBP career*

Attend this presentation
for WorkAbility IV clients
on

Friday, March 22

Time: 1-2 PM

Location: Career Services

RSVP to Iris Fulgencio at
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