About ManpowerGroup Greater China

ManpowerGroup Greater China Limited (Stock code: 2180 HK) started its business in Hong Kong and Taiwan in 1997. Since that time, it has accelerated its market expansion and now provides services to its clients operating from over 130 offices in more than 20 cities in Greater China region. ManpowerGroup Inc. (NYSE: MAN), our largest shareholder, is a world leader in workforce solutions and services -- with a long operating history of more than 70 years.
70+ Years of Global Workforce Solutions Expertise

Over 70 Years of Global Workforce Solutions Expertise

Revenues of $18 billion

75 Countries & Territories
25,000 Employees
2,200 Offices

• World-leading IT professional resourcing firm
• World-leading outplacement firm
• Largest global vendor-neutral MSP provider

• Providing meaningful work for nearly 600,000 people every day
• Connecting millions of job seekers with work every year, globally
• Finding talent for clients from small/medium to Fortune 100 companies
Today’s World of Interviews

• Many new formats
• Competition can be fierce
• Phone screens/interview are often the first step
• Video interviews are very popular
• Long interview process is not uncommon
• Often meet with more than one person
• Behavioral questions becoming increasingly popular to see how you respond to various scenarios and situations
Interview Types

- In person interview (traditional)
- Phone interview
- Video interview
- Panel interview
- Group interview
- Case interview
The Traditional Interview

• You get the call
• Dress for success
• Arrive a little early
• Make a good impression
• Start with a strong opening
• Answer the questions
• Ask questions
• Keep it positive
• Find out next steps
Phone Interview

• Be prepared
• Have your resume and a calendar in front of you
• Know the company and interviewer
• Make it a conversation
• Speak slowly and clearly – pause before your answer
• Treat just like an in-person interview
• Make sure you have good reception
• Take the call in a distraction-free, noise-free environment
• Make sure they have your materials in advance
• Smile
Video Interview

- Know how to use the equipment or technology
- Test your technology
  - Be aware of the microphone
- Plan for common interview questions
- Dress formally from head-to-toe
- Prepare your area
  - Find a quiet meeting space
  - Communicate with your household
- Make eye contact –
  - look at the camera – not your screen
- Keep it positive – smile!
Panel Interview

- You are in the hot seat
- Stay calm under pressure
- Know your judges
- Connect with each panel member
- Stay engaged with the person who asked the question
- Turn it into a conversation
- Have a question for each panel member at the end
- Thank each member of the panel individually
Group Interview

- Figure out how to stand out
- Be respectful of others
- Keep bragging/“one-upping” in check
- Observe competition
- Prepare a strong opening statement – tell me about yourself
- Balance your position – don’t be too aggressive or too shy
- Smile and nod
- Stay positive
- Ask great questions
Case Interview

• Problem solving test or task
• Focus on your thinking process
• Demonstrates your creative thinking
• Evaluates how you come up with solutions to challenges
• Measures strategy, tactics, predicted outcomes
HOW TO PREPARE?
How to prepare for an internship interview?

- Research the company
  - Company’s mission
  - Clients and industry
- Gather samples
  - Focus on your skills and accomplishments
- Practice the interview
  - Review frequently asked questions
How to prepare for an internship interview?

• Think of questions
  – Make a list of thoughtful questions
    • Can you tell me about the onboarding process?
    • Can you describe the company's culture?
    • What is the next step in this process?

• Dress appropriately
  – Business professional or business casual

• Be organized and on time
Use the STAR technique

- **Situation:** The situation explains the event or problem that you wanted to overcome. Provide a short context for the interviewer.

- **Task:** The task is the role that you had in the situation. This section is usually brief, as it simply describes what you had to do to solve the problem.

- **Action:** The action section of this format describes the exact actions you took to overcome the challenge.

- **Result:** The result is the outcome of your task and actions. This shows the interviewer how the steps you took resolved the situation.
TOP INTERVIEW QUESTIONS
Common internship interview questions and sample answers

• Can you tell me about yourself?
  – Providing a summary of your background and focus on your academic and professional experiences or interests.

Example: “I’m [Name], I’m currently working toward a bachelor’s degree in marketing from HKU. I’m committed to furthering my education, which includes maintaining a high GPA while participating in extracurricular activities like the marketing club and college magazine.”
Common internship interview questions and sample answers

• Why do you want an internship with this company?
  – An indicator of how well you have prepared.

Example: “The company’s success in encouraging the next generation of nurses excites me. I look forward to putting all of my classroom knowledge to work for your company, and I am eager to learn more. I’d love the opportunity to work alongside others who are consistently improving our community’s health and well-being.”
Common internship interview questions and sample answers

• What makes you a good candidate for this internship?
  – Address your academic and professional background

Example: “This year I worked part-time at the faculty office on campus, so I have experience with assisting others with tuition and fee information, billing and loan services. As an accounting intern, I would bring what I’ve learned in the classroom and the office to your company.”
Common internship interview questions and sample answers

• How does this internship relate to your career goals?
  – Allows your interviewer to understand your ambitions

Example: “A finance internship with your company would help me sharpen my analytical skills and provide me with real-life experience in investing and accounting. This internship will push me toward my career goal of becoming a financial planner. In five years, I see myself helping others to manage their money and find success with smart investments.”
Good Luck!

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