



BITE-SIZED CAREER STRATEGIES

Artificial Intelligence in the Job Search is Here to Stay!

Much of the applicant process is now handled through automation — and frequently that automation takes the form of artificial intelligence (AI). AI scans resumes and makes qualifications determinations. And AI is frequently your interviewer!!

AI interviews can be video recordings, audio recordings — even texting.

- **Why is AI being used to conduct interviews?**

- It's cheaper for companies and organizations than interviewing candidates in person.
- It allows candidates to pick the time for the interview without being confined to traditional work hours.
- It facilitates skills testing and evaluation (online assessments, etc.)
- It allows recruiters to better sort through hundreds (or even thousands) of applicants.

- **What are some of the challenges with AI Interviews?**

- It removes the “human factor” from interviews — this can be both good and bad.
- It is hard for applicants to interact and make a connection with a screen.
- AI is still developing and there is no common industry standard. Some systems are better / easier to use / less biased than others.

- **How to prepare for an AI Interview**

- Identify key words from the posting; you'll need to use them throughout the interview. The interviewing “scoring” is likely “listening” for those key words.
- Make sure you're comfortable with technology and you're using an updated browser; check your background, find a room with good lighting (preferably natural light but don't put it behind you), have a good camera, and a good microphone.
- Practice talking out loud to the camera; don't forget to smile and nod your head — even though no one is there.
- Dress appropriately.
- Record yourself and play it back beforehand; listen to your tone, speed of speaking, and clarity.
- Don't forget to frame your answers in CCAR or STAR.
- If it all possible, use a desktop or a laptop for these interviews, rather than your phone.

- **How can I make the process more human?**

- If you have an email from the person who set up your interview, remember to send a thank you note afterwards.
- If you know people who work at the organization, you can reach out to them on LinkedIn, and let them know you have interviewed — but no stalking!

If you are comfortable with technology, understand the key words of the job posting, and prepare your stories, you'll ace the interview!



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