



THE UNIVERSITY OF WINNIPEG

CPA Interviews

What to Expect in a First and Second Interview



DISCOVER · ACHIEVE · BELONG

1st Interview

- ~30 min – 1 hour in length – held over a two week period in Mid-October
- Participating firms sign up for a combination of ½ to full day interviews
- Students are contacted Christy to sign up for interviews in person
- We do our best to work around class and work schedules

What to Expect In the 1st Interview

- One to two recruiters present
 - Can either be human resource representatives, staff member with designation or a combination
 - Some organizations also bring in a CPA student to meet with you prior to the interview – be prepared with some general conversation topics
- Combination of Traditional and Non-Traditional Interview styles

Traditional Interviews

- will have normal interview flow of question and answer
- generally use Behaviour Descriptive Questions – ‘tell me about a time when...’
- Expect to be asked specific questions about your CACEE form and transcript
- Normal when interviewed by an HR representative

Prepare for Traditional Interview Questions

- Tell me about yourself
 - Use Education, Skills and something Personal
- BDI Questions
 - STAR – Situation, Task, Action, Results
- When answering questions confirm your understanding
- Take time to formulate your response
- Be concise but do not use Yes or No answers
- Prepare up to 5 questions for the interviewers

Non-Traditional Interviews

- Easy flow conversation
- Discuss your CACEE form
- Discuss the organization – how you will fit as a CPA student
- Promotion of what the Organization has to offer you
- More of an information interview to help you with your selection and give the recruiters a chance to get to know you

Random Questions/Thoughts

- Wild Card – no wrong answers, usually about your thinking process
- How the questions are formed and how you are treated reflects on what your employment could be like

2nd Round Interviews

- held at the organizations offices
- meeting with different representatives usually has a lunch, coffee or networking event attached.
Held the two week period following first round interviews
- Students are contacted by Organizations to schedule interview times
- Generally done in groups – with one – one interviews scheduled through out the visit

How to Prepare for Interviews

- Research
 - How big is the firm
 - Are they international, domestic, local
 - Search Social Media – LinkedIn specifically
 - Google them
 - What do you have in common with them
 - What questions do you have following your research

How to Prepare for Interviews cont'd

- Self Reflection
 - Why is accounting a fit for you
 - What are your career goals – how do they align with the firm/organization
 - What type of working environment do you thrive in

Prepare for the day of

- Have a copy of your CACEE form and the transcript with you
- Bring a pen and paper (this can have your questions written on it)
- Pick out your outfit the night before
- Do not wear cologne or perfume (allergies)

At the interview

- Turn your cell phone off
- Arrive early
- Be contentious of your body language
- At the end of the interview ask about next steps (if unknown)
- Ask for a business card – if they haven't been provided

After the Interview

- Follow up with a thank you note to the interviewers (with contact information from business card)



THE UNIVERSITY OF WINNIPEG

Questions?

DISCOVER • ACHIEVE • BELONG