

Interview preparation: Essential tips & strategies



Set yourself up for success

Test your tech: We use Teams or Zoom at OneTrust, so install necessary software and check your camera, microphone, and PC battery. Have a charger ready. Connect 10mins early to ensure everything works and avoid delays.

Set the scene: Choose a quiet, well-lit space with a professional background to minimize distractions.



Know OneTrust & the role

Familiarize yourself with Our Core Values:
Our values are key to our culture and success.

Make sure you understand them:

- Earn Trust
- Be Curious
- Build OneTeam
- Unlock Customer Impact
- Step Up, Be Accountable
- Finish Stronger

Explore our culture:
For more insights, visit our [Instagram](#) and [LinkedIn](#) pages.
Staying informed on recent updates will help you show genuine interest the interview.

Align your experience:
Review the job description and prepare to discuss how your skills align with the role's responsibilities and provide specific examples of how you've demonstrated these skills in previous positions.



Make a positive impression

Body language: Maintain eye contact, smile, and project confidence through your posture.

Ask thoughtful questions: Prepare a few insightful questions for your interviewer about team dynamics or future projects to demonstrate your interest.



Prepare for common questions with the STAR method

To prepare for competency-based interview questions, use the STAR method to structure your responses. Select one specific example or project to illustrate your answer. This method helps you effectively convey your experiences and demonstrate your qualifications.

Question: *"Tell me about a time when you had to meet a tight deadline."*

Situation: Describe a specific challenge you faced.
Example: "I was working on a project with a two-week deadline."

Task: Explain your role and responsibilities in that situation.
Example: "I was responsible for leading my team to ensure we met the deadline."

Action: Detail the steps you took to address the challenge.
Example: "I organized daily check-ins and assigned tasks based on each team member's strengths."

Result: Share the outcome, focusing on positive results.
Example: "We completed the project on time and received positive feedback from the client."



Follow up

Thank-you note: After the interview, send a thank-you email to express your appreciation and reaffirm your interest.

Follow OneTrust on LinkedIn: Stay updated on company news, and connect with the hiring manager, interviewers, and recruiter to build your professional network.