**Interview Guide for Applicants**

A competence-based interview does require you to:

* Focus exclusively, in your responses, on your ability to fulfill the competences required for effective performance in the role; and
* Provide specific examples of your experience in relation to the required      competence areas.

In preparation for the interview you may wish to think about having a clear structure for each of your examples, such as:

* Situation – briefly outline the situation;
* Task – what was your objective, what were you trying to achieve;
* Action – what did you actually do, what was your unique contribution;
* Result – what happened, what was the outcome, what did you learn.

The panel will ask you to provide specific examples from your past experience in relation to each of the competences. You should therefore come to the interview prepared to discuss in detail a range of examples which best illustrate your skills and abilities in each competence area. You may draw examples from any area of your work / life experiences