



Preparing for an Interview at Abbott

Interviewing with Abbott

A good interview is an open exchange between the interviewee and the interviewer, a conversation with a purpose. An interview is your opportunity to tell us who you are and what you can contribute to our organization.

At Abbott, we use a method called the STAR selection process to evaluate you on our core competencies – adaptability, initiative, integrity, innovation, teamwork/collaboration, process and quality expertise, and job fit.

For example, for innovation, we may ask you:

Tell me about a unique approach you took to solve a problem. How did you come up with the approach? What other options did you consider?

We'll then ask you to answer the question through the STAR process:

Describe the **Situation/Task**

Explain the **Action**

Tell us the **Results**

Here are a few more tips for preparing for a successful interview:

Preparation for the Interview

- Do your research on the company and the industry. For example, visit Abbott.com to learn more about Abbott and our business, products, history and leadership. Abbott annual reports are available on the company website and offer helpful insight into our values and vision for the future. You can also learn more about what it's like to work at Abbott from Abbott employees and interns.
- Bring a copy of your resume.
- Bring supplementary information about yourself: letters of recommendation and samples of your work.
- Familiarize yourself with the job description and the components of the position for which you're interviewing.
- Be prepared to talk about your past experiences, positions, roles and responsibilities in detail.
- Assess your skills. Take some time to think about your skills, both in general and specific to the position for which you're interviewing.

The Interview

- Be on time. Make sure you know where the interview is going to be held. Confirm directions to your interview location at least a day in advance.
- Be confident. It's normal to feel a bit of anxiety during the interview process, but stay focused on the interview and be yourself.
- Ask questions. It is important for you to ask questions during your interview. Asking questions helps you to demonstrate your interest in the company. You will also learn more about the organization.



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After the Interview

- Send a thank you note or email and recap why you are a good fit for the open position.
- If you would like an update on your status prior to receiving notification from a member of the interview team, email the hiring manager or recruiter for a status update.