

Interview Guide 2023

Account Executive

Welcome to your Interview Guide for the role of Account Executive at Scientific Group

We hope this guide will be useful in helping you. Whether this is your first interview or one of many, we want to ensure that it is a positive experience! We've therefore developed this brief overview of what to expect in our recruitment process - after all, preparation is key!

This guide will cover: General questions

- STAR questions
- Our values
- The test
- Top tips

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General Questions

We see an interview as a two-way process where we learn about you, and you also learn about us! During your interview we will ask you questions that will help us to decide if this is the right role for you and if you will fit in well with the wider team. Here are example questions that you may be asked - we strongly suggest that you prepare for these in advance:

- Why do you want to work in medical communications?
- What interests you most about working with Scientific Group?
- What key skills can you bring to Scientific Group?
- Tell us about your skills and experiences that make you stand out against other candidates?
- What attracts you to Scientific Group? - Our Benefits, being committed to EDI, empowering professional growth, being able to change lives etc

STAR Questions

The STAR question technique allows you to demonstrate how you have applied your skills and experience in previous roles:

Situation | Task | Action | Result

This is an opportunity to really impress your interviewer, showcasing your skills with results to back them up. Examples of questions that you may be asked include:

- Tell me about a time that you worked well under pressure?
- Tell me about a time that you worked well as part of a team?
- Tell me about a time where you encountered conflict and how you overcame this?

The Test

The test will assess your ability to follow instructions, extrapolate information correctly and use your initiative. Your attention to detail, spelling and grammar will also be taken into consideration. As well as helping us to assess your aptitude for the position, the test also gives you a taste of what your day-to-day role at Scientific Group could involve! We recommend you spend no more than 1 hour completing the test.

Our Values

Our Company Values reflect how we think and behave at Scientific Group, and we want all new team members to be invested in them right from the start! You should consider how these values resonate with you and provide examples where you have demonstrated them if possible. For example, you could mention a time that you were fearless or creative when working on a group project at work/university.



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Company Values What this means...

Curious	Asking what if, why not, could we...?
Creative	Believing that good ideas can come from anywhere
Smart	Combining clever thinking and experience to solve every challenge
Precise	In medical communications, accuracy is critical
Fearless	Not afraid to speak out, to challenge the status quo

Top Tips

- Preparation is key - failing to prepare is preparing to fail
- Do your research - check out our Scientific Group social media channels such as LinkedIn and Twitter, and see our website - **www.wearescientific.com** - for news and blogs
- Research Medical Communications - we recommend The HCA: **<https://healthcomms.careers/All-About-Healthcare-Communications>**.
- Study the job specification thoroughly - we really want to be able to see that you meet the required criteria
- Be enthusiastic - we want to know that you are personable and excited to work with the team
- Relax and showcase your best self - with a huge emphasis on 'self' here
- Finally, practice really does make perfect - consider rehearsing your interview with someone you trust who will provide honest feedback

Any further queries, you can reach out to our HR team or contact amy.bremner@wearescientific.com.

Best of luck!

