



# CapTech Preparing for the Data Technical Skills Interview User Manual

[Home](#) » [CapTech](#) » CapTech Preparing for the Data Technical Skills Interview User Manual 

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### Contents

- [1 What to Expect](#)
  - [1.1 Introductions](#)
  - [1.2 Resume Review](#)
  - [1.3 Q&A](#)
- [2 What We Are Looking For](#)
- [3 Tips on Preparation](#)
- [4 Next Steps](#)
- [5 Documents / Resources](#)
- [6 Related Posts](#)

## What to Expect

### Introductions

We'll trade quick introductions, cover the agenda, and set expectations before getting started.

### Resume Review

This is the get-to-know-you part of the interview. We want to know more about you, your technical experiences, and your interests. We will ask questions about your coursework and some of the projects you have worked on. Be prepared to explain your contributions to those projects with an emphasis on the technical aspects.

### Q&A

This is the get-to-know-us part of the interview. Use this as an opportunity to learn more about working as a developer at CapTech. Think about what you find interesting or the qualities that you value most in a company.

## What We Are Looking For

We like to see specific examples of when someone has used data analysis or data visualization to solve a problem and how they have worked with datasets to do so.

**Data skills:** You should be familiar with the data analysis process and have some high-level knowledge of concepts like dataset cleansing and merging. While you aren't expected to have a coding language mastered, it's helpful to have exposure to a language like SQL or Python. Think back on your experience working with data as part of a class or internship project, and some of the tasks you may have undertaken in your analysis.

**COMMUNICATION SKILLS:** As consultants, it's important for us to clearly articulate our experiences and skills. Be prepared to talk through past projects and be honest about what you know – it's alright to admit if you don't have experience with something.

## Tips on Preparation

### Practice, practice, practice!

- Take advantage of performing mock interviews with friends or classmates and practice explaining your answers out loud.

### R-E-L-A-X

Much easier said than done, but just remember to breathe and stay calm. The point of this interview is not to trick you or trip you up. We just want to get an idea of how you think and solve problems. You've got this!

## Next Steps

**FULL TIME CANDIDATES:** Your interviewer will submit their feedback to the college recruiting team who will review it to determine if you are selected for final round interviews with CapTech!

These interviews will take place in Richmond, VA on October 13 or 14, with a Meet & Greet reception taking place the evening of October 13 at the Jefferson Hotel. We will provide hotel accommodations for those traveling from out of the area and we will reimburse mileage or arrange flights. We will provide a video option for those not comfortable traveling or being in person. We typically follow up with candidates within 2-4 weeks with our decision.

**INTERN CANDIDATES:** Your interviewer will submit their feedback to the college recruiting team, who will review it to determine if you are selected for an internship at CapTech! We typically follow up with candidates within two weeks with our decision.

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