





Applicant guide for video recorded interviews at the IAEA

What is a pre-screening video recorded interview?

 <p>1</p> <h3>Invitation</h3> <p>The goal of this pre-screening interview is to evaluate how your candidacy fits the needs of the hiring division.</p> <p>If you are selected for this pre-screening step to participate in a video recorded interview, you will receive an invitation from the platform.</p> <p>Please look for an email from: no-reply@ hiringplatformeu.com</p>	 <p>2</p> <h3>Choose your device</h3> <p>Option 1 Desktop/laptop with webcam and microphone</p> <p>Make sure to use the latest version of Google Chrome or Firefox web browsers.</p> <p>Option 2 Smartphone or tablet</p> <p>You will need to download the VidResponse App.</p> <p>iOS: https://apps.apple.com/us/app/vidresponse/id889946215</p> <p>Android: https://play.google.com/store/apps/details?id=com.vidcruiter</p>	 <p>3</p> <h3>Prepare</h3> <ul style="list-style-type: none">• Read the vacancy notice carefully• Watch our past webinars on how to prepare for video recorded interviews: www.iaea.org/about/employment/webinars• Familiarize yourself with the IAEA Competency Framework: www.iaea.org/sites/default/files/18/03/competency-framework.pdf	 <p>4</p> <h3>Complete the video interview</h3> <p>Before the actual interview begins, you will be guided through an equipment test and practice question.</p> <p>Take your time and complete these steps carefully.</p>
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In the email invitation

You will find the following information to complete this step:

- Deadline to submit your response
- Link to access the platform
- Contact information in case you need technical assistance

Tips for optimal experience

For an optimal experience, use a desktop or laptop computer with the latest version of Google Chrome or Firefox web browser.

Make sure to open the email invitation link using the device with which you intend to take the video interview.

Checklist before starting

- Make sure you have a stable internet connection
- Find a quiet and well-lit environment
- Place a webcam at eye level, and test audio
- Don't wait until the last minute to complete the video interview

Technical support

In the case of technical difficulties, contact technical services 24/7 via support@vidcruiter.com

Good luck!



IAEA

International Atomic Energy Agency