

Guidance for your Professional Interview

The professional interview gives you the chance to share and authenticate your involvement and ownership of the evidence already presented in your application. Engineers Ireland will explore the depth and breadth of your engineering knowledge and experience in your requested areas of practice. This is your chance to show your commitment to high standards of professionalism and your demonstrated understanding of ethical behaviour. It is also an opportunity for the interview panel to explore further all required competences. An understanding of the Chartered Engineer competences, the definitions of engineering activities and engineering problems, and how these are reflected in your engineering practice are essential.

The professional interview is your opportunity:

- ▶ to authenticate your involvement and ownership of the evidence presented in your application;
- ▶ for Engineers Ireland to see the depth and breadth of your engineering knowledge, experience and competence in your designated areas of practice;
- ▶ to show your commitment to high standards of professionalism and your demonstrated understanding of ethical behaviour.

The interview process

When your application has been assessed and you are deemed ready for the interview stage you will be contacted to make appropriate arrangements. Your interview will be conducted via Zoom or a similar video conference platform. An in-person interview can be arranged if necessary. The interview should typically take 60 minutes (the Further Learning Route interview will take up to 90 minutes) and comprises the following:

- ▶ introduction by the chair of the interview panel on how the interview will be conducted;

- ▶ 10 minute presentation by you – this is your opportunity to impress, so make sure that it's not just a summary of your application – your interviewers have already read this; for example, the panel will want to know about significant engineering work you have undertaken, perhaps additional projects which were not included in your application, or an update on a project which was incomplete at the time of submitting your application. For an in-person interview, you are permitted to use visual aids during your presentation (max A3 size) – you can also use a laptop or tablet, however, this should be ready to present when you enter the room and you will not be permitted access to the room in advance of your interview. In the case of an online interview, you can prepare a digital presentation;
- ▶ After your 10-minute presentation, your interview panel (comprising either two or three Chartered Engineers from your discipline) will then further investigate the following:
 - the five competences;
 - the three learning outcomes (only for applicants with a further learning requirement);
 - your career summary report;
 - your two essays;
 - your future development statements;
 - your presentation.

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Outcome

Your interview panel will not divulge the outcome of your interview to you. The outcome is submitted for ratification to our Membership and Qualification Board (MQB) at its monthly meeting. A formal notification will be issued in writing to you by Engineers Ireland – circa three to four weeks after the interview. If you are awarded the title of Chartered Engineer, you will be presented with your official certificate at the next annual conferring ceremony.

If you are not awarded the title of Chartered Engineer, you will be advised accordingly. Your interview feedback will firstly be reviewed by our Board of Examiners (BEX) in order to ensure that the advice given to you is fair, consistent and helpful. You will be given a recommended time-frame in which to submit a re-application. It should be noted that the overall success rate of the professional review process for each application deadline is 85-90%.

Appeal procedure

If you are not awarded the title of Chartered Engineer, you have the right to appeal if you feel that the interview didn't follow Engineers Ireland's prescribed procedures. Please contact Engineers Ireland for further details of the appeals procedure.

Preparation tips:

- ▶ make sure you completely understand the Chartered Engineer competences and you are familiar with your evidence presented in your application;
- ▶ ensure you understand the Engineers Ireland Code of Ethics and ethical behaviour principles, the current engineering environment and how it impacts on you (regulation, sustainability, major changes to codes and legislation, occupational health and safety, etc.);
- ▶ talk to others who have recently received their professional title and to your two supporters to get some hints, tips, reassurance and encouragement;
- ▶ anticipate questions you may be asked and know what your responses may be;
- ▶ be confident – we understand you will have nerves, but Engineers Ireland would not have invited you to the professional interview if, from the evidence presented to date, we didn't think you were ready for this final step;
- ▶ come to the interview in a relaxed and calm frame of mind – do not bring bags of reference files, catalogues, reports, etc.;
- ▶ the interview process is not a formal technical review of your abilities – you will not be asked to perform any calculations or recite formulas, etc. – the interview process is not an exam;
- ▶ the interview panel will at all times endeavour to only enquire about the general engineering principles you used in the life-cycle of any project you shared in your written application for the professional title;
- ▶ at any stage, if you are uncomfortable with any question being asked by the interview board in terms of client confidentiality, prejudice, discrimination, etc., you can ask for the question to be withdrawn;
- ▶ for projects that you have worked on, be sure to describe carefully what your own individual contribution was – remember the interview panel is interested in what you personally have been doing, not your company or team as a whole;
- ▶ in answering questions during the interview, be ready to provide more details, for example about the technical content of the work done or about the structure of the team and your place in it;
- ▶ the interview panel's main goal is to see how over the recent years you have progressed from a junior professional into someone who is now making decisions that are key to a project's progress.