



# **INTERVIEW TIPS FOR A NEW CAREGIVER JOB**

INTERVIEW WORKBOOK

# Great Caregiver Careers at Tribute

**YOUR SUCCESS IS OUR PRIORITY**



Join the team that supports and celebrates you. Tribute is a different kind of home care company. We understand the love you have for the families you care for, and how challenging that can often be.

That's why we surround you with a team of talented and professional co-workers and the best company culture in home care. We care about your personal growth and our team supports you in every way, so you're able to be remarkable.

As a Tribute caregiver, you'll receive:

- Professional support team available to you 24/7
- Flexibility for your needs and preferences
- Top of market pay rates for a more comfortable lifestyle
- Overtime opportunities for those who want it
- Benefits and paid time off for a healthy work/life balance
- Continued growth potential with clear goals
- Guaranteed hours each week with our salaried positions
- A family-like community that welcomes your feedback

[tributehomecare.com/careers](https://tributehomecare.com/careers)

# Planning for Your Interview



## 8 STEP WORKSHEET



We're excited you're considering a career as a Caregiver. Few jobs provide as much personal fulfillment as one spent caring for those who need help and being the light that lifts their spirits.

Before you can experience the joy and create lifelong memories as a Caregiver, you have to find a company that's right for you. If you're a new graduate, recently certified, or coming back to caregiving after some time away, the interview process may be an unfamiliar experience.

We are here to help. All of us at Tribute love seeing remarkable people thrive in their caregiving careers. We created this handbook of interview tips to get you started. We call this our book of B's, and we hope it helps you find your way to a fulfilling caregiving job.

# Be Informed



The company you choose to work with may be the biggest factor in your overall experience. Take some time to learn about each company you apply to. Review their website and visit their social media to understand their mission and what they value.

See what others are saying about them on sites like Indeed, Glassdoor, and LinkedIn and read their Google Reviews. Make sure the company shares your values and offers what's important to you in a job.

**What's most important to you in your next Caregiver job? Make a list of your "must haves" and "nice to haves".**

---

---

---

---

---

---

---

---

---

---

---

---

[illegible]

# Be Prepared



Take a few minutes to review all the requirements in the job description. It's important you understand what will be expected of you, as well as what support you can expect. Working with seniors in their homes can be very rewarding, but it can also be challenging. For example, simple tasks for someone with dementia will require a lot of patience. Be prepared to ask questions in the interview to be sure you will have the support to help you thrive.

At Tribute, we offer training and teams that will support you 24/7 as needed, starting with the applicant experience.

**List any questions you have about the job requirements and the support the company provides to help you succeed**

---

---

---

---

---

---

---

---

---

***“Opportunity does not waste time with those  
who are unprepared.”***

Idowu Koyenikan

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

# Be Detail-Oriented

Take the time to review your resume carefully, making sure it is up to date and includes all the experiences and skills relevant to the caregiving job you want.

A carefully prepared resume that's free of errors can show the level of care and attention to detail you'll take to a job.

**List the skills and experience you want your interviewer to see. Are these represented on your resume?**

---

---

---

---

---

---

---

---

---

---

---



***"It's the little details that are vital.  
Little things make big things happen."***

John Wooden

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

# Be Your Best Self



The interview process is your time to shine. Interviewers will want to learn about your experience and how it is relevant to the job you applied for. At Tribute, we want to know all about you – your inspiration, what motivates you, and the path that led you to caregiving. To us, that's essential to the quality of care we provide.

**What inspires you? What do you love about caregiving? Describe a client connection that is most memorable for you.**

---

---

---

---

---

---

---

---

---

---

***“Attract what you expect. Reflect what you desire.  
Become what you respect. Mirror what you admire.”***

Unknown

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

## 5

# Be On Time



Maintaining a schedule is very important in managing a care plan. To show you are reliable, plan to arrive at the interview 10-15 minutes early, especially if you've never been to that office before. Who knows what traffic or parking issues may come up?

If you are meeting virtually, on Zoom or another online platform, join the call a few minutes ahead of time to make sure your video and audio are working properly. By following these simple tips, you can be calm, focused, and on-time and with a big smile to greet your interviewer.

**What is the date & time of your interview?**

.....

**What is the office address and what are the directions from your house?**

.....

.....

**Where is there available parking?**

.....

.....

**If an online interview, do you have the virtual (Zoom) link accessible?**

.....

## Mokokoma Mokhonoana

[illegible]

# Be Professional



It is important to remember that you will never get a second chance to make a good first impression. Fortunately, there are a few easy things you can do to get started on the right foot. Whether the interview is in person or virtual, be sure to appear confident, dress professionally, and make good eye contact.

For virtual interviews, find a quiet place that is well-lit and away from distractions. Prepare some questions in advance that will help you better understand the position, the team, and the company.

**List questions you have about the job requirements, expectations, and the company culture.**

---

---

---

---

---

---

---

---

---

---

This image shows a full page of white paper with horizontal dashed lines, typical of primary school handwriting practice paper. The lines are evenly spaced and run across the entire width of the page. There are no margins, text, or other markings present.

# 7

## Be Positive



Yes, attitude is everything. Interviewers will want to know you can navigate a tough situation with a positive attitude. Show your strength of character by describing how you have worked through challenging situations. Tell a story of how your perseverance with a difficult client turned things around to have a positive result.

At Tribute, we're looking for caregivers who have the ability to connect with people in a way that lifts their spirits and gives them optimism. It takes a person with patience, grit, and a positive attitude to do that every day.

**Describe a challenging situation you faced, and what you did to create a positive outcome.**

---

---

---

---

---

---

---

---



***“A positive attitude gives you power over your circumstances instead of your circumstances having power over you.”***

Joyce Meyer

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

# Be Memorable



Gratitude is one of the most powerful human emotions. As someone who is drawn to caregiving, you likely experience gratitude on a deep level. Sending a brief thank you email to your interviewer after the meeting will exemplify this by letting them know you appreciate the time they spent with you.

Include a few words about why you think you are a strong candidate and express your sincere enthusiasm and interest in the job. This is a small step that will help you stand out from the crowd.

**Use this space to draft a thank you note.**

---

---

---

---

---

---

---

---

---

---

***“I've learned that people will forget what you said,  
people will forget what you did,  
but people will never forget how you made them feel.”***

Maya Angelou

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

# Application Planner



Keep track of your job applications with this planner. Keep good notes and you'll be organized and ready to impress with this important information at your fingertips.

Company: .....

Job Title: .....

Date Applied: .....

Interview Date: .....

Notes: .....

Company: .....

Job Title: .....

Date Applied: .....

Interview Date: .....

Notes: .....

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

Company:

Job Title:

Date Applied:

Interview Date:

Notes:

# Tribute

Home Care

## Your Happiness is Our Priority

Join the Home Care Team that Supports  
and Celebrates Remarkable Caregivers

**888-442-5012**

[tributehomecare.com/careers](https://tributehomecare.com/careers)

