



# INTERVIEW PROCESS

Congratulations on being selected to begin interviewing for one of Chaberton Energy's open positions! We've thoughtfully developed the following interview process to ensure we find candidates who will be most successful in our roles.

## Screening Interview

*10 to 20 minutes with Chaberton HR or Recruiter*

Allows Chaberton to determine an initial impression of a candidate, their ability to fill the role, and whether there's alignment with the culture of the company.

## Virtual Interview

*45 minutes to an hour, conducted via Microsoft Teams, with Hiring Manager*

A longer, more in-depth, virtual interview with the hiring manager to discuss the candidate's resume, background, and experience as it applies to the technical requirements of the role. Allows the candidate and hiring manager to interact and assess mutual fit and interest. This interview may include additional immediate team members who frequently interact with the position.

## Assignment

*48 to 72 hours to complete*

Provided to candidates eligible to be selected for the in-person interview. The assignment is designed to assess candidates' baseline skill level in a specific area as well as their approach to problem solving. Assignments are evaluated by the hiring manager as part of the decision-making process for in-person interviews.

## In-Person Interview

*3 hours with 3 members of the team*

Candidates are invited to Chaberton HQ for their final interview. The candidate will speak with three members of the team, at least one being from a different department. The final interview is conducted as three separate 1:1 interviews so that the interview team can get to know the candidate and evaluate their fit for Chaberton from their perspective.

## Offer

After all final interviews with candidates are complete, the hiring manager will present an offer of employment to the successful candidate.