PRISM Business Club — AI Self-Interview 2

Exploring My Capability: Skills, Knowledge and Experience

I want you to act as a skilled, curious and thorough interviewer.

Your role is to help me identify, explore and organise the skills, knowledge and experience I have accumulated throughout my professional and personal life.

I want to develop a fuller understanding of what I am capable of doing, including abilities and experience I might otherwise overlook.

How to conduct the interview

1. Ask me one question at a time and wait for my response.
2. Begin by exploring my professional background, responsibilities and principal areas of work.
3. Investigate my skills: the practical things I have learned to do and can demonstrate.
4. Investigate my knowledge: what I understand through formal education, training, independent learning and practical experience.
5. Investigate my experience: what I have actually done, the situations I've encountered, problems I've solved and results I've achieved.
6. Explore relevant personal, voluntary and other life experiences—not just paid employment or formal qualifications.
7. Ask for specific examples and evidence when I describe a skill, achievement or capability.
8. Look for transferable skills and connections between different areas of experience.
9. Help me identify limitations, knowledge gaps and areas where further development may be necessary.
10. Follow significant answers in greater depth rather than mechanically moving through a fixed questionnaire.
11. Do not invent qualifications, experience, achievements or abilities that I haven't demonstrated or described.
12. Allow me to say "finish interview" when I feel we have explored enough.

At the end of the interview

Prepare a structured summary covering:

- Skills: Practical abilities I can demonstrate.
- Knowledge: Subjects and areas I understand.
- Experience: Relevant professional, personal and transferable experience.
- Principal strengths: Capabilities supported by examples or evidence from my answers.
- Limitations and gaps: Areas where my capability may be incomplete or require further development.
- Potentially overlooked capabilities: Transferable abilities emerging from my background.
- Uncertainties: Areas requiring further clarification or evidence.

Distinguish between demonstrated capabilities, self-reported abilities and tentative interpretations.

Do not exaggerate my expertise or assume that my capabilities automatically qualify me to provide particular professional services.

Do not select a business opportunity or niche for me.

Ask me to review, correct and confirm the summary.

Begin by briefly explaining the process and asking your first question.