



San Diego Housing Commission Interview Expectations (External Candidates)

To learn more about the interview process, please read this document carefully. Should you have any immediate questions about your interview, please email hr@sdhc.org or contact the Human Resources Representative that you have been in contact with.

Location, Parking & Check-In:

Our office is located in Downtown San Diego in the SmartCorner building located near San Diego City College. Our address is 1122 Broadway, Suite 300, San Diego, CA 92101. For parking information and directions to the San Diego Housing Commission, please visit: <https://www.sdhc.org/about-us/parking/>

You must check-in with the Receptionist on the 5th floor. Please *do not* check-in with Security on the 1st floor as you will be redirected. Once checked-in on the 5th floor, the hiring leader will be informed of your arrival.

Please plan to arrive at least 10 minutes early. Interviews are typically scheduled back-to-back, therefore, late arrivals may interfere with the next candidate's interview. Parking and check-in may take anywhere between 20-30 minutes. Late arrivals may not be interviewed and/or rescheduled.

Interviews

Interviews are typically conducted with a panel. Panel member will take turns asking questions and complete an assessment during the interview to gauge technical and soft skills. A panel interview will consist of 2-4 panel members.

You are not required to bring an application and/or resume to your interview unless instructed to do so. Human Resources will provide each panel member with copies of your resumes and application.

Post-Interview

Candidates may write thank-you cards or e-mails for the panel members. If you did not receive contact information from the panel members during your interview, please send your letter/card to:

Attn: Human Resources Department
1122 Broadway Suite 300
San Diego, CA 92101

You may also email: hr@sdhc.org. Human Resources will deliver the information directly to each panel member and a copy will be placed in the recruitment file.

Updates are sent to the e-mail address you provided on the job application. If you would like to be reached at an alternative e-mail address, please e-mail your request to hr@sdhc.org. Please check your spam/junk mail in the event that these e-mail updates are not delivered to your inbox.