Spark Hire Candidate Checklist

What to know before your Dartmouth Spark Hire interview

Dartmouth partners with the interview platform Spark Hire. Spark Hire is a one-way interview platform where candidates record brief videos in response to interview questions. This 5-minute video gives a great overview of the platform and what to expect as a first-time Spark Hire candidate.

Dartmouth's recruiting is decentralized, so this checklist offers a general overview of our partnership with Spark Hire. The exact interview structure, questions, and whether the platform is used for a given role are determined by each division and department based on their specific hiring needs.

1 History of Spark Hire at Dartmouth

Dartmouth has been using Spark Hire interviews since October 2024. While the platform is not used for every position, we've found it provides support by:

- Reducing administrative work for scheduling screening interviews.
- Ability to review more applicants, thanks to the succinct nature of the interviews.
- Provides faster feedback from our hiring teams to applicants.

2 Our Commitment to Fair, Human Review

While Spark Hire allows for some administrative time savings, we work hard to never take shortcuts in reviewing and evaluating interviews. To support this:

- AI transcribing is not used on our Spark Hire interviews.
- Spark Hire interview submissions are reviewed and evaluated by staff members.
- Support is offered 24/7 through their Help Center and Submission Requests.
- For additional questions or support, you can contact the department listed on the job posting for recruitment inquiries or reach our Central Talent Acquisition team at Jobs@dartmouth.edu.

3 Tips for Your Spark Hire Interview

• Environment & Background

Choose a quiet, distraction-free space with a plain, professional background and good lighting. Let others nearby know not to interrupt.

• Attire

Dress business casual, as you would for an in-person interview.

• Camera & Energy

Look directly into the camera to simulate eye contact and let your personality and enthusiasm come through in your responses.

We are so glad that you are taking the next step to connect with Dartmouth! Learn more about joining our team at careers.dartmouth.edu.

Made in collaboration with Claude