INTERVIEW TIPS

Do you get nervous before job interviews?
Many people do: the more you care about getting the job, the more you're likely to stress over how the interview will go. If you haven't done many job interviews in the past, the uncertainty will only add to your jitters. However, if you follow our tips below, you'll build your confidence, feel more comfortable answering questions and dramatically increase your chances of having a successful job interview.

How to succeed in a job interview:

Before the interview your consultant should have told you the following:

- Where it will be held (In practice or maybe at a coffee shop)
- How long it will last?
- What format will it take?
- Will there be any additional tests?
- If you need to prepare a presentation or anything specific?

Plan Ahead

Ensure you check the date and time of your interview. Figure out how you will get to your interview and how long it will take. Check google for your journey time (you can check travel for the time of your interview). Always, plan to arrive at least 10-15mins early. If you arrive too early, just take a walk around the block or grab a quick coffee. However, if you do find yourself running late, call your consultant at the first sign of trouble, it shows good manners and respect. Most of our clients will be happy to wait and appreciate the call. It's a big NO-NO, if you just arrive late!

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What to take

On the day please make sure you take a note book & pen or a tablet, to make notes of the key points and have your questions written down that you want to ask. (Have a look at our killer questions if you're struggling with what to ask an employer).

Some companies will also require proof of right to work so you will need your passport with you.

Gather your questions

Having questions shows how interested you really are in the role and may also show that you did your homework and should be taken seriously.

Prepare a list of questions you would like to ask, it's ok to refer to your list of questions during the interview.

Do your research

Always do your research on a company before you head into an interview.

Your consultant will have helped you out with this, by giving you all the information about what they're looking and how to impress them.

But also check out the company's website and use LinkedIn to have a look at employers.

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Dress for success

Decide what you'll wear well in advance so you don't rush at the last minute. Ideally, it should be a suit of equivalent business wear that makes you feel confident.

Lay out your clothes and make sure everything is clean and ironed (don't forget to ensure your shoes are clean).

Smokers should resist the temptation to have a cigarette on the way to or while waiting for an interview.

How to succeed in a job interview:

During the interview It's not just what you say but how you say it that reinforces the message you are giving and creates the overall impression of your suitability. Here are some tips for making a good initial impression.

Stay positive throughout

A positive conversation is key to a successful job interview. Employers don't want to hear a litany of excuses or bad feelings about a negative experience, even when legitimate.

If you are asked about a sudden job change, or a weakness in your background, don't be defensive. Focus instead on the facts (briefly) to emphasise what you learned from the experience and don't bad mouth anyone at any point. That just leaves a bad taste.

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Watch your body language

What you don't say can be as important as what you do say in job interviews.

Understanding and maximizing your non-verbal - smiling, eye contact, handshake, posture, and the like — will help you succeed in the interview.

Be real

Speak clearly and enthusiastically about your experiences and skills.

You should be proud of your accomplishments.

Be professional but let your personality shine.

Seal the deal

When both sides are done with their questions and the interview winds down, thank your interviewers for their time and ask when you can expect to hear from them next.

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