

Interview Notes

Questions:

- Tell me about yourself
- What do you know about this company?
- What are your goals
- Strengths and weaknesses
- Why do you want to work here?
- Why should we hire you?
- What are your salary expectations?

Prep:

- Research the company
- Have an answer to above questions
- Get clothes cleaned, shower, shave, etc
- Refresh on the topics expected to come up
- Formulate questions for them (stuff like work happiness, co workers getting lunch together, and general questions about the company or work you might have)
- Bring a notepad to take notes on
- Make sure you know how to get there and how much time it will take

Just before interview:

- Bring several copies of resume and references
- Dress business formal (tie, button up, suit if possible)
- Check self in mirror one last time
- Review your notes
- Arrive 10 to 15 minutes early
- Be professional, smile, and maintain healthy eye contact
- Firm but not crushing handshakes
- Introduce self
- Relax

During interview:

- Be confident (you got this)
- Relax
- Let small talk flow into interesting conversation
- Find similar interests (creates connection and makes you memorable)
- ASK QUESTIONS

Follow up with email after