

5 STEPS OF AN INTERVIEW



5 Steps of an Interview

- Preparation
- Arrival
- Introduction
- Communication
- Closing

Preparation

- ❑ Get up earlier than usual if you have a morning interview
- ❑ Confirm the appointment
- ❑ Make sure to bring extra resumes
- ❑ Have proper directions and the name of the person you should ask for when you arrive

Arrival

- ❑ Arrive 10 to 12 minutes before the scheduled appointment
- ❑ The moment you arrive consider yourself as making impressions on prospective employers
- ❑ Make sure to visit a restroom beforehand
- ❑ Be aware of your body language

Introduction

- Give a firm handshake with a smile while maintaining eye contact
- Speak with confidence and energy
- Determine the interviewer's communication style and adapt to it

Communication

- ❑ Make good use of openings
- ❑ Prepare for common questions
- ❑ Communicate your skills, qualifications, and credentials clearly
- ❑ Demonstrate your ability to adapt and learn
- ❑ Plan, prepare, practice and rehearse!

Closing

- Make sure to ask follow up questions
 - Check out list of follow up questions in technical section
- Review Salary and Compensation packages (after you receive an offer)

Up next...



- Let's go over some especially challenging interview questions