

TOP 10 INTERVIEWING TIPS

1

RESEARCH THE OPPORTUNITY BEFORE YOUR VISIT.

2

PREPARE A LIST OF QUESTIONS YOU WANT TO ASK.

3

RECORD YOURSELF OR PRACTICE IN FRONT OF A MIRROR.

4

ARRIVE 15 MINUTES EARLY. MAKE SURE YOU KNOW WHERE YOU ARE GOING.

5

TAKE A FEW COPIES OF YOUR RESUME, A NOTE PAD, AND A PEN.

6

LEAVE YOUR PHONE IN THE CAR OR TURN IT OFF COMPLETELY BEFORE ARRIVING TO THE INTERVIEW.

7

IT IS A CONVERSATION NOT AN INTERROGATION. SHOW INTEREST IN EVERYONE INVOLVED.

8

SIT ON THE EDGE OF YOUR SEAT, HAVE GOOD POSTURE, AND AVOID FIDGETING.

9

BE YOURSELF. SHOW THEM YOU ARE HUMAN.

10

FOLLOW UP WITH A THANK YOU EMAIL TO THE PERSON YOU HAVE BEEN IN CONTACT WITH.

