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Job interview Tips

The interview is the most important event in your search for a new job. Regardless of what is written on your CV or your application form, it will be the impression you make upon your interviewer that will make the difference between you getting the job or not.

Interview Tips That Will Help You Get the Job

Preparing For a Job Interview

Interviews can be stressful but the best way to allay interview fears is to prepare. It's well-known that preparation is key for pulling off a strong interview. Running mock interviews with a willing friend or family member can also help you hone your technique. Once you've prepared your answers to common questions, rehearse them thoroughly. This will greatly help with nerves also, if you suffer from them.

Research the Company

Before your job interview, find out everything you can about the company like the company's strategic goals, special projects and new developments. (Start with the company website or read their annual report)

Be Punctual

It may sound obvious, but arriving late creates a bad impression, and feeble excuses about late-running trains or traffic congestion just won't impress anybody. Clear enough time in your schedule that you'll be there in good time and without sweat pouring off you.

Dress the Part

When it comes to job interview outfits as most employers expect you to dress smartly, even if the normal dress code at work is casual. Remember, you're dressing to impress them!

During the Interview

- Listen carefully and concentrate, and don't interrupt
- Show interest
- Talk slowly and clearly
- Keep your answers clear and to the point and avoid talking for too long

Write Thank you Letter

The thank-you letter after an interview is a necessary tool for any job-hunting strategy. Thank the person for the opportunity to interview with the company.