

Strategies for Finding a Job The Day of the Interview



Some practical tips for the day

Here are some tips to see you through the interview.

Make sure you are on time – it's better to get there early, than late. If you are catching public transport, make sure that you leave enough time in case it's not on schedule. Use google maps to become familiar with the location or what the building looks like.

Smile –you want to show that you are an approachable person – making sure that you still act professionally

Maintain eye contact – make sure that you look at the person who is talking to. When you answer a question, be sure to direct your attention to that person as well as any other members of the panel.

Pay attention – listen carefully to what the employer is asking you, if you don't fully understand a question, ask the employer to repeat or rephrase it

Give concise, clear answers – showing you can answer clearly and concisely will be a big plus. Use real experienced of where you can show you have experience in what they are asking.

Keep things positive – it is important not to criticise former or current employers, talk to your strengths in your employment history.

Body language – make sure that your body language shows that you are confident and professional. Have a firm handshake, sit up straight, and limit fidgeting.

What to wear

What you wear depends entirely on the type of job and organisation. As a general rule it's always best to dress more smartly and conservatively. Always ensure you're well groomed.

It is best to avoid

- Dirty, stained or torn clothing
- Overpowering perfume or aftershave
- Revealing clothing i.e. short skirts, low cut tops

You can wear

- A smart shirt with a collar and trousers / knee length skirt (not jeans)
- Sensible shoes that are clean and without holes
- A jacket and tie/business suit may be appropriate