



An invitation to an interview with an employer is an opportunity for them to learn more about you and your abilities. It is also an opportunity for you to create a good impression while assessing them, the role and what they are offering.

## Our Five Big Interview Tips

### 1. Be Confident

As in all things, in an interview, confidence really is key. If you appear at ease, you appear as someone who can take control of a situation. Don't drink too much tea or coffee beforehand, get a good sleep the night before and don't be afraid to take a moment before answering big questions.

### 2. Sweat the Small Stuff

Remember to get the basics right: Dress smart – suits are best – and make a good first impression. Also, be on time.

### 3. Think About Their Questions

Find out as much about the company as you can: What's their position? What's their history? Who are their competitors? Based on these things, figure out what sort of a person they're going to want and the sort of questions they're going to ask to find that person.

### 4. Think About Your Questions

Without appearing over confident, don't be afraid to ask your own questions ie "Where do you think you'll be in five years?" and "If I take this job, where could I be in five years?" An interview is a two-way street, so don't be afraid to use this opportunity to make sure this is the best job for you.

### 5. Remember the Purpose of the Interview

The purpose of the interview is for the interviewer to find the person that can bring the necessary skills to the vacant position. So when you're talking about your skills, talk about them in the context of the job you're interviewing for. It's a simple change: Instead of saying "I'm a great organiser," say "With me at your company, you'd have a great organiser on board." Small changes like this in the way you speak indicate your confidence and ability, and set you apart from the competition.

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