

10 TOP INTERVIEW TIPS

Environment

Be aware of your background in a video interview to avoid distractions or anything that draws the interviewer's eye away from you. Your environment needs to have good signal or WiFi and if you're on a telephone call then try it standing up as your energy levels will rise which is reflected in your voice.

Test

Before the day of the interview try out the video platform you're using or make sure your phone has a strong signal and clear microphone. Using a friend or family member for a mock test interview will help you learn the platform, ask for feedback on how clear the audio is and answers to the mock questions.

Time

Set yourself up early for any interview so you can be ready as soon as it starts. There may not be a second chance if you miss the phone or video call. If you have a face to face interview, be sure to travel to the location before the day so you know how to get there, how long it takes, and where to park or walk from.

Prepare

Make sure you have notes with any questions you wanted to ask or reminders on what to bring up as responses. Same as the next tip though, don't let these distract you. A conversation should feel natural so let things flow and use the prompts occasionally. This will also mean you aren't looking down too often and can instead maintain eye contact in a video interview.

Don't get distracted

Turn off background noises like TV's or music and clear anything distracting from around your computer, or in the room so as to maintain your full attention. If you're at a location for a face-to-face interview, try not to look around at the environment too much. There might be a lot going on around you so stay focused on the conversation.

Be professional

Before a video interview, check your account is not an old one with an unprofessional name. Body language is key, so sit up straight and look at the camera to make eye contact. If it's a phone call then use your voice to express personality (don't come across as too robotic as they can't see what your body language is saying, so you have to rely on your voice) and speak slowly and clearly. You can take your time with what you say as it will show you can remain in control and calm under pressure.

Communication

Face to face allows you to communicate in more ways than any other interview. Speak clearly and try not to go off on tangents. Sit up straight and be sure to listen just as much as you talk. They are there to hear about you, but avoid interruptions or talking over anyone and listen carefully to what they say. It'll be a key interaction with people you could be working alongside, so be authentic as it's important to know how your personality fits into the role and company.

Use real-world examples

You can almost guarantee that you'll be given some situation-based questions so have some experiences to hand that you can talk about. Any examples of stressful situations you've dealt with or successful ideas that have helped the business will go a long way in showing your abilities.

Salary

Don't be afraid of the salary question. If it isn't mentioned before, research the industry average and be ready with a figure you want to achieve. They may ask what you earned in your previous role so make sure you have that on hand, and if you're uncertain about asking, remember it is often an important determining factor of looking for work; and therefore information you should be clear on.

Follow up

At the end of an interview, ask for feedback and express your interest. Be sure to have shown you have enjoyed the sound of the role and tell the interviewer it was good to meet them and hear about the role.