

Interview Tips

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Friday, 11 April 2008

Getting that interview can be the most exciting thing in the world. Answering your phone and hearing that you're being called back for an interview can give you both a shot of confidence and a scare like nothing else. Your résumé scored you the interview; now you have a chance to prove you're the best addition to their company/corporation/organization. Are you ready?

For seniors graduating and trying to find their dream job, knowing how to perform well in an interview is essential. For everyone else, getting your foot in the door becomes so much easier if you can be successful in an interview. Regardless of your status, knowing how to ace an interview will advance you significantly. Your performance in an interview is the best way to climb the corporate ladder and (maybe not then, but eventually) score your dream job. If you know how to perform well in an interview, you can make a stunning first impression.

The first thing you need to consider when going for an interview is your appearance. Make sure that you're well-dressed, well-groomed, and have a huge smile. Your appearance tells them that you're excited to be there and care about what you do.

The second thing is to be prepared. You need to know the questions that your interviewer may ask you. Some common ones are: "What do you feel is your greatest strength/weakness?", "How do you feel you can be a positive addition to our company?" The important thing is to be very careful in answering these questions. Do not give away too much information and be sure to always sound professional. You can find a list of the top interview questions and suggestions on how to answer them here:

<http://www.usatoday.com/careers/resources/interviewcommon.htm>. There are many resources available to help you prepare. A great place to look is in the Career Services Center, either online or in the basement of the library, across from the Learning Center. Another thing you'll want to look at is your résumé. Exactly what did you tell them you're capable of doing? Can you prove that you're capable of these skills? Are you knowledgeable enough to brag? If they ask you a question to make sure you're able to do what you say you can, are you going to be able to answer it?

The final important piece of an interview is follow-up. You have to sound enthusiastic about getting hired so they'll feel enthusiastic about hiring you. Doing things like thanking them for the opportunity, telling them that you look forward to hearing back from them, and letting them know they shouldn't hesitate to call if they need anything. Don't be afraid to call a few days or a week later to "check-up". Offer your phone number again and tell them you look forward to hearing from them. Pursuing the job lets them know that you're serious and you're willing to work for it. Good Luck!