



## Interview Tips!

### Pre-Interview Tips:

- ✦ Find out as much information on the position/employer before the interview.
- ✦ Practice, Practice, Practice!! (Ask a friend/family member to help you to prepare)
- ✦ Prepare questions that you may want to ask during the interview.



### The Interview

- ✦ Go into the interview with confidence and enthusiasm.
- ✦ Use relative work experiences to answer questions about work ethic and situations.
- ✦ If you do not know the answers do not guess!
- ✦ Re-emphasize your strengths as much as possible.
- ✦ Avoid negative comments about your self and previous employers.



### What to Wear

- ✦ **Guys:** Wear a suit if possible with matching belt and shoes. If not wear dress pants, button up shirt and a blazer. No white socks!
- ✦ **Ladies:** Wear either a pant-suit or skirt-suit. If not black pants and a button up shirt. Ladies be aware and do not wear flashy jewelry or loud perfume.
- ✦ Make sure you keep body art and extreme piercing hidden.



- ✦ After the employer asks his/her question, it will be time for you to ask your questions. (Remember you are interviewing them as well)
- ✦ Keep eye contact at all times.
- ✦ Keep your feet planted on the floor.

### What to Bring

- ✦ Copy of resume
- ✦ Portfolio
- ✦ Written down questions
- ✦ Breath Mint.



### What not to bring

- ✦ Gum
- ✦ Cell phones
- ✦ iPod
- ✦ Drinks



### After the Interview

- ✦ Send a thank you card/email.
- ✦ If the company gave you a time line, it is ok to call and check up on the status of your application .



### **Need more tips?**

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