

Preparing For An Interview

Preparing for an interview might seem daunting sometimes, but here are some top tips to help you to go into each meeting ready to impress:

- ✓ Thoroughly research the company, their products/service and the people you are meeting. Use the company website, the investor relations pages, Companies House, Glassdoor, Google, LinkedIn and other social media to gain as much information and insight as you can.
- ✓ Note down your key direct, indirect and transferable skills, experience and strengths. Think about how best to talk about your relevant experience in relation to the role and why you think you will be a great fit with the organisation.
- ✓ Prepare your mind-set so that you approach the interview in a relaxed but focused way, confident in your experience and what you will bring to the role. Visualise meeting your interviewer/s, and interviewing exceptionally.
- ✓ Arrive early and spend the time whilst you're waiting breathing deeply making your out breath longer than your in breath to calm your parasympathetic nervous system.
- ✓ Smile, have good eye contact - interviews are not the most natural of scenarios, nerves are normal but don't let them stop you and don't be afraid to be yourself. If you show up with authenticity you are likely to communicate more effectively and engage better.

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