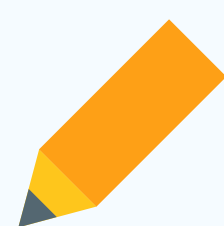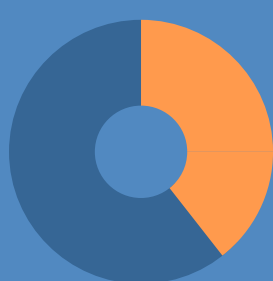# TIPS FOR A GREAT INTERVIEW

"Chemistry" is the Key

15 Minutes is the time it takes to make the typical hiring decision

65% of Employers choose chemistry for a hire over education and experience

How can you create chemistry?

- ✓ Understand the Company
- ✓ Show Interest / Passion

Prepare for the Interview

Spend Time learning about the Company

Wear conservative business clothing & accessories

Be Polished

No scents – smoke, perfume, or cologne – even putting gas into your car before the interview could leave a negative impression

Give yourself drive time 3 min./ mile + 30 minutes

Treat everyone you meet with **Respect**

Start the interview day with an interview state of mind!

PEOPLE ARE INFLUENCED BY CONVICTION, NOT PERSUASION

Show Quiet Enthusiasm

Be Eager to be a Team Member

Radiate Positivity

Factors that Lead to Failure

- Poor personal appearance
- Intolerant, strong prejudices
- Limp hand shake
- Inability to express oneself clearly
- Lack of knowledge of career field
- Lack of interest or enthusiasm
- Lack of goals and objectives
- Failure to look interviewer in the eye
- Lack of confidence and poise

- Late arrival to the Interview
- Expressing unhappy attitude
- Indefinite response to questions
- Condemnation of past employers
- Not asking questions about the position
- Poor knowledge of the company
- Temporarily plans for the position
- Overemphasis on money
- Know-it-all attitude

LAST MINUTE REMINDERS

Your objective is to get the job offer & to raise your perceived value. Once the position is offered, you can discuss compensation and benefit options.

Employers want RESULTS! Emphasize your on-the-job accomplishments; including decreased expenses, increased revenue and improved morale.

Show appreciation & follow-up with a thank you e-mail or note. Before leaving, ask for a business card so you have contact info.