

Help...I Have an Interview.

by Jen Edwards, Vice President of Operations

1. BE ON TIME! 9.999 time's out of 10 you will not, I repeat, will not get the job if you are late.
2. Do some research! Know something about the company. Know what they do, who their competition is, who are their clients, how long have they been in business?
3. Google the person who will be interviewing. People like to talk about themselves. Know something about them.
4. Wear your best suit. A dark, conservative skirt suit is the traditional attire for an interview. Be sure you are pulled together - no flashy earrings, necklaces, belts, scarves, or shoes.
5. Makeup should be suitable for an interview, not a Friday night out on the town. Remember a lot of people have allergies, try to stay away from perfume/cologne.
6. Bring a clean copy of your resume. Have a small binder or organizer in order to take good notes.
7. Don't chew gum and be sure to turn your cell phone off.
8. Have a nice, firm handshake. Not wimpy, yet not too firm. I promise you will be remembered if your handshake is bad.
9. Ask questions. Why do they like working there? How long have they worked for the company? What differentiates them from their competition?
10. Say thank you! Thank them for their time and for the opportunity to meet with them. Also, send a thank you. Everyone loves getting mail.