

Interview Skills

Research the business

Find out what you can about the place you're going for the interview. Take a look at their website's 'About' section and take a look at their LinkedIn and other socials to see what they get up to. Doing this will help you to be more prepared to answer questions that align with the company's values. You'll likely come across far more confident and organised if you know some information about the organisation.



Review your CV

Make sure it's accurate, you know about everything that you've mentioned on it, and that it reads well. The last thing you want when you're in the interview is to be asked a question about your CV that you don't know the answer to!



Prepare for employer questions

Don't overprepare (you'll likely stress yourself out), but it does help to have some answers in mind to some of the basic questions that employers like to ask. Questions like "tell me one of your weaknesses..." or "tell me about a time when..." are some of the classic questions that employers like to ask applicants. Just plan ahead about what you could say if one of these questions do come up.



Prepare your own questions

Quite often at the end of the interview, the interviewer will ask you if you have any questions about the job role or company. This is your opportunity to seem interested and gain a better understanding of the business. Don't be afraid to ask about anything you are unsure on. In fact, plan some questions in advance so you can ask them if you didn't think of any during the interview – asking questions at the end makes you seem interested and can help you to come across as confident.



Watch how you speak

You want to come across as confident and professional. Make sure that you're asking and answering questions with confidence, but not coming across cocky. Keep language clear and relatively formal. It's ok to come across as more conversational, in fact, this shows confidence, but make sure you're keeping to professional topics and language.



Watch your body language

You want to showcase your best self to a potential employer, so make sure that you're holding yourself with confidence and approachability. Make eye contact with interviewers, sit up straight, and sit with an open posture. Most of our communication is through our body language (experts agree that 70-93% of all communication is nonverbal), so make sure you're showing your best self to the interviewer(s).

