



Preparing for an interview

Everyone gets a little nervous when it comes to interviews, but in terms of interview success preparation is key! We believe you should prepare for an interview almost like you would prepare for an exam. Below are some tips to ensure you are interview ready!

Study the job specification:

Always read through the job specification carefully ahead of your interview. It is a good idea to go through each requirement and think about how your own skills and experience align. If you don't have specific experience in certain areas be prepared to emphasise to the interviewer how keen you are to learn these skills. It is always helpful to look at any transferable skills you have and how they can also be brought into the role you are interviewing for.

Research the company:

Have a good look at the company's website and read any recent online news articles you can find about them. Interviewers often ask what you know about their company and why you would like to work there – this research will help you sound informed and interested.

Make sure you know your CV well:

It is also important that you know your own CV well. The interviewer will most likely ask you to run through your career history, therefore it is important you have read your CV beforehand; you will also need to be prepared to elaborate where necessary on your experience and achievements.

Dress appropriately:

How you dress for interview will depend on the type of role you are applying for and the industry in which you work. As a general rule, we always recommend dressing smartly whether your interview is in person or via video call. If you are not sure how to dress, don't be afraid to check with the person who arranged the interview for you.

Video interviews:

Interviewing via Teams or Zoom is a convenient way for interviewers to meet candidates, and people often feel much more at ease interviewing from their own home. We would always recommend a well-lit room, ensure there isn't anything hanging around in the background, your laptop should be fully charged and your microphone also working. You will want to check the link the interviewer has sent across to avoid any issues when logging in

Treat a video interview as you would a face to face, remember the interviewer has never met you before, so ensure to make your best first impression!

In-person meetings:

If you have been asked to attend an in-person meeting, always plan in advance how you are going to make the journey and how much time it will take. Make sure you check train timetables in advance or consider if you might have to allow for traffic when travelling at a particular time of the day. If you are unfamiliar with the area, Google Street View can help you plot out your route in advance.

Be prepared to ask questions:

It's a good idea to ask a couple of questions at the end of an interview, don't forget an interview is also an opportunity for you to get to know the company as well, so use this time to ask questions that might help you form a better picture of how the business runs.