

Interview Due Diligence and Preparation

- Research the company (website, press);
- Role / Job Spec;
- Interviewer (LinkedIn profile);
- Revise for any technical test;
- Understand the Format of the interview and questions to prepare for (Technical / Competency Based);
- Rehearse Key examples of your work and be able to relay as a story in the first person (I did this, I was responsible for etc);
- Know the Dress Code (By default dress formally);
- Confidence;
- Practice your Interpersonal Skills and how to answer questions concisely;
- Always prepare questions;
- Gain all the information you need in order to make decisions.

DO's

- Adopt Correct Body Language;
- Make small talk before and after interview to engage the interviewer;
- Switch off your phone;
- Dress appropriately;
- Maintain good Eye contact;
- Treat all interviewers the same, don't assume someone may not be important or a decision maker;
- Always be yourself.

DON'T'S

- Assume anything, always be prepared and focused;
- Be overfamiliar;