

Interviews begin with 'I'

Job interviews are of extreme significance for you as a job aspirant, especially if it is your first rendezvous with the interviewer. An excellent interview can make or break the confidence of any job aspirant.

Be happy! You have been called for an interview means your resume has already made an impression and your profile looks relevant to the job role.

It's time to prepare for the Interview! Let us tell you...HOW?

I – Investigate – about the company or organization that is interviewing you/ about the job description as to what they expect from you.

N- 'No' questions- may be considered a sign of lack of interest and may put off the interviewers. Always prepare some questions to ask.

T-Talk right – Speak clearly, Respond when asked, Use simple words, no jargon, avoid loud tone, and maintain eye contact and SMILE.

E- Energetic entry – Make a confident entry, maintain right posture, greet aptly and take your seat when asked for.

R – Rehearse for real response – Be prepared to respond for common yet important questions like 'Tell me something about yourself' / 'Why should we take you' and 'Why do you want to leave the previous organisation' – Give precise honest answers that showcase your aspiration, your ability to assist in growth of the organization, you likes about vision/ mission or work culture of the employer. Reply thoughtfully.

V – Verify – Details in resume, your strengths, weaknesses, opportunities and threats to structure your answers appropriately. Be honest and speak what you know. For reference the key strengths could be – strong interpersonal skills, ability to get along well with people, enjoy challenges, quick in learning, commitment oriented, adaptable and strong values!

I – Impress with your dress – Plan for a wardrobe that fits the organization and its culture, determining the most professional appearance you can achieve. Remember that it's always better to be overdressed than under — and to wear clothing that fits and is clean and pressed. Keep accessories and jewellery to a minimum. Try not to smoke or eat, right before the interview.

E – Exude credibility – Use examples to support your responses. Explain what you did, how you did, and why you did! This can be about any task/ responsibility / achievement in an activity or any assignment. Do not forget to mention the conclusion.

W – Woo do- Once the interview is over, do not forget to thank the interview in person, in written on the next day after the interview. You may follow-up on the status of your interview after 7 days in written or on call.

All the best!

For customised interview skills guidance please connect with us.