

BE IN THE KNOW

JOB

INTERVIEWS



FIRST IMPRESSIONS COUNT

Arrive on time, introduce yourself, smile and keep good eye contact

DRESS APPROPRIATELY

Research the company and find out about their dress code. If in doubt, wear smart clothes

ANSWER QUESTIONS CLEARLY

Speak clearly, keep your answers concise, give examples from previous experience and show enthusiasm

ASK QUESTIONS

Prepare some questions to ask the interviewer to demonstrate your interest in the job. Keep them professional and avoid questions about salary, holidays etc

For more employability tips...

www.beintheknowuk.com

Twitter - @BeInTheKnow_UK

