

# GET THE JOB

## Overcoming Interview Worries

The perfect job has opened up. You've submitted a focused, updated application and then secured the all-important interview. That might be when worries begin to creep in.

Being a bit nervous is only natural. After all, everything is on the line at this point. The goal is to channel these feelings into more productive behaviors like research and practicing so that you can get the job. You'll also need to avoid some critical mistakes along the way.

### **DOING THE RESEARCH**

Aim to arrive with a good working knowledge of how the company operates, the office culture, who is in top management positions and what's expected from candidates in this particular job. Learn as much as you can about their work product, including their most recent initiatives. Someone applying for a marketing position, for instance, should familiarize themselves with the company's recent campaigns. If asked about the company or its goals, you'll be in a better



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position to answer with confidence. Understanding these big-picture issues could also lead to a promotion down the road.

### **ADVANCE PREPARATION**

Common sense about the industry, online research and interviewing experience can give candidates a sense of how the interview might go. Write down questions you think

might be asked, and go over your answers until you can respond in a confident, fluid manner. Practice in front of a mirror, with your phone's camera, and in front of trusted family and friends. Ask them for helpful critiques, while making your own notes about what you'd like to improve upon. Practice until you feel like you're ready for anything.

### **AVOID THESE MISTAKES**

An inappropriate ringing phone could make you look inattentive. Answering a call or texting was named the most critical mistake a candidate could make in a Harris Interactive Poll of hiring managers and recruiters. Turn off your phone before you enter the building.

Expect to be asked why you're considering the position.

Avoid making negative comments about your previous employers, even if improvements need to be made. Hiring managers are looking for professional, upbeat employees who have the ability to transform obstacles into career opportunities. They're not interested in hiring serial complainers. You want to present as eager to work, not as an embittered person.