

VIRTUAL INTERVIEW

BEST PRACTICES

Make your interview a success!

1.

RUN A TEST

Ensure your computer is in a good location with internet connection and test the program you are going to be using. Turn on your camera and make sure it has a good angle and that the area around you is presentable and clean.

2.

PLAN FOR QUIET

If you live with other people, let them know you are going to be interviewing. Ask them to allow you some private time and advise them that you should not be interrupted.

3.

JOIN THE INTERVIEW EARLY

Join the interview 10-15 minutes early. This will ensure you address any technical issues you may have prior to the interview.

4.

BE PREPARED WITH MATERIALS

Have a paper and pen ready to take notes. Write down any questions you would like to ask of the interviewer prior to the interview.

5.

DRESS FOR SUCCESS

Although this is a virtual interview, you will still be seen on camera. Science tells us that the way you dress can affect your confidence level.

6.

RELAX

We want to get to know you. The REAL you. Our team knows that an interview can be stressful. We want to hear about your experiences and what you can bring to the table. The best interview is an authentic one.