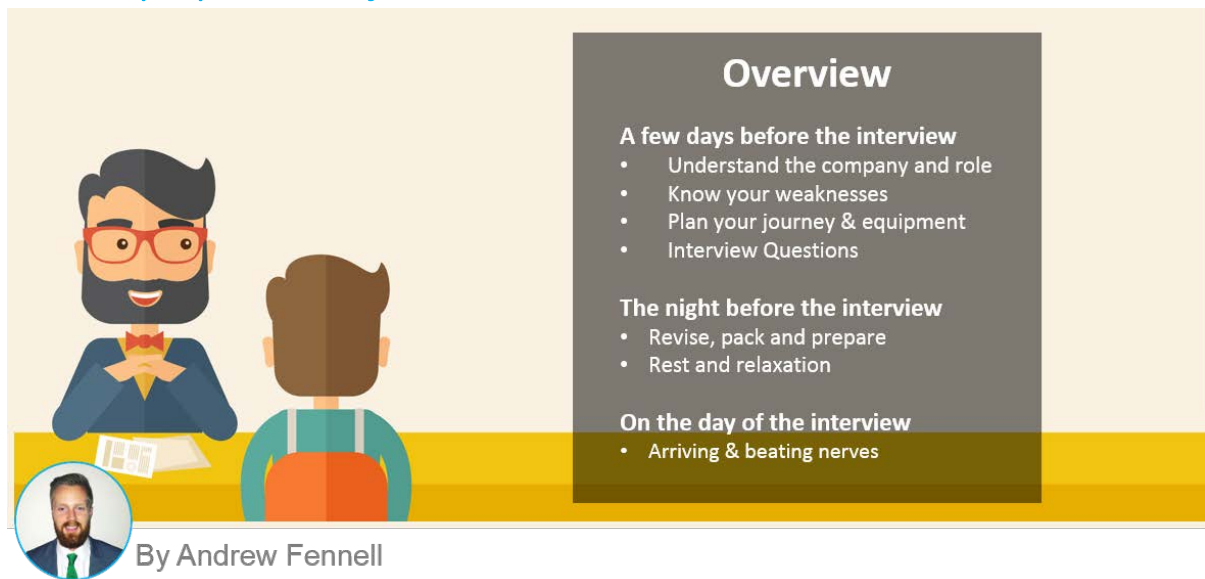


How to prepare for a job interview – The Ultimate Guide



Being selected for interview is a great result... but the interview process can be tough and even a bit scary.

However, good preparation will make **any job interview** 10 times easier.

In fact, I would say that interview success is 90% down to preparation

So how exactly do you prepare for an interview?

We've all heard "research the company and role" etc.

But what exactly should you be researching? And what do you need to understand about the role?

Drawing on my years of experience in the recruitment industry, I've compiled the most comprehensive interview preparation guide on the web.

This guide shows you step-by-step, how to prepare for any interview; from the day of the interview request – to the moment you walk into the interview room.

Guide Contents

Intro – you've been selected for interview

A few days before the interview

- [Understand the company and role](#)
- [Know why you are good fit for the role](#)
- [Know your weaknesses](#)
- [Plan your journey & equipment](#)

- Practice common interview questions
- Prepare questions to ask the interviewer

The night before the interview

- Prepare your outfit
- Go over your preparation
- Pack your bag
- Get a good night sleep

On the day of the interview

- When to arrive
- Social warm up
- Beat the nerves

Intro - You've been selected for interview

So you've made it through to interview stage, which means you've already beaten hundreds of other candidates and the employer sees potential you.

The interviewer already suspects that you can do the job - all you have to do is prove them right when you meet.

That's obviously a lot easier said than done, but if you prepare properly, then there should be no reason why you can't land that job offer.

When you receive the interview request, do 2 things straight away.

1. Send the requestor an email thanking them for the invite, and confirming you will be attending. This is small touch, but will show that you are professional and will start to build a good impression before you even attend.
2. Book the necessary time off. Whether it's getting the time off work, or booking in childcare, get your time freed up ASAP so that you can focus your full attention on preparing for the interview.

Now the preparation begins...

A few days before the interview

Most employers will give you at least 2 days' notice for an interview, but in the rare case that they don't, you'll

The few days before the interview are a great time to be doing the following:

The work you should do

- Understand the company
- Understand the role
- Know your own strengths
- Know your own weaknesses
- Plan your interview questions
- Prepare your interview answers
- Prepare your interview questions
- Prepare your interview answers

Understand the company



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- Key people in the business

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If you are applying to a fairly **small company**, then it will be enough to simply research the company as a whole and then research the specific role you are applying for specifically.

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even check out some of their employee profiles if you can find them.

Ask the recruiter

If you're valuable, they'll pick up the phone and use their insider knowledge to get you the job.

Check your references

It's a slight inconvenience to find a friend or colleague to be your reference, but it's worth it.

There are many ways to get information about a company, but the best way is to ask the people who work there.

Quick tips

role and responsibilities as a company representative.

Understand the role



Employers want to know the role and responsibilities of the person they are hiring.

Familiarise yourself with the role and responsibilities of the person you are applying for.

If the role is new, the employer will be looking for someone who can take on the role and responsibilities.

In order to be successful, you need to be able to communicate your skills and experience effectively.

- Research the company and the role.
- Prepare your CV and cover letter.
- Practice your interview skills.
- Dress appropriately.
- Be confident and enthusiastic.
- Ask for feedback.
- Follow up.

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Know why you are not getting fit for the job



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For example, you may be applying for a job where you tick most of the boxes except one qualification.

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trying to locate them at the last minute on the day.

What you should know

1. Multiple choice questions
2. A person's personality
3. Some common interview questions
4. The importance of a good first impression
5. The importance of a good first impression
6. Reliability and honesty
7. Examples of good answers
8. A person's personality
9. Your own strengths and weaknesses

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but when it comes to interview stage, it's always a safe bet to go smart.

For guys who want to stand out from the crowd, the best way to do this is to create a CV that is not only smart sk

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Spend some time relaxing before getting off to bed nice and early – you will function much better after a good night's sleep.

Set a couple

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Good luck!

Don't forget to review the 20 essential interview questions and how to answer them in the pack