

10 Interview Top Tips

Below are some hints and tips to help make your interview a more successful one. Hart Recruitment can help you with preparation, advice and support throughout the whole process and beyond.

#1

Research

Get a good understanding of the company and the role. Your recruitment consultant can help you with this.

#2

Prepare your answers

2 areas to focus on are 'What you know' and 'Problem and solution scenarios'. Remember to use examples.

#3

Appearance

Always dress professionally even if the company dress code is casual.

#4

Punctuality

Always plan to arrive early, give yourself plenty of time to orientate and compose.

#5

Composure

Smile, give a firm handshake and speak clearly and use the interviewer's name.

Always be aware of your posture, energy level and enthusiasm.

#6

Listen

Listen and wait for the interviewer to finish, consider your answers and reply with confidence. Always give an example.

#7

Be positive

Use verbs to your advantage. I 'accomplished', 'achieved', 'organised', 'resolved' etc. Remember "I" not "We".

#8

Ask questions

Prepare questions you want to ask the interviewer to show interest and enthusiasm.

#9

Closing statement

Close the interview with a strong statement of your suitability for the job.

#10

Review

Review your responses. What would you have worded or answered differently? What would be a more appropriate answer.





“ *Hart has been fantastic, the consultants were there with me through every step, keeping me up to date, providing me with the support I needed, guiding me with interview tips to become successful in my first interview.*

I will 100% be recommending them to my family and friends. ”

“ *Thank you to all your team for all the support you gave me. I have to say, out of all the recruitment agencies I had dealings with, you guys outshined them all because you demonstrated you care and understand. I will always refer to you if anyone needs a recruitment agency.* ”



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