

## How to make a ‘VIBRANT’ impression

Facing the unknown can be daunting and interviews can often seem like just that.

The good thing is, nerves are totally normal and if dealt with correctly, can even improve your performance. It is rare that even someone who is at the top of their game will be cool, calm and collected ahead of an interview because if it's a job they really want, they are bound to care what the outcome is.

Follow our simple tips to help ensure your next interview is a successful one.

### Prepare

Although it is unlikely to know exactly what you will be asked at interview, there are some basic questions that often come up. These include:

- Tell me about yourself
- What are your strengths/weaknesses?
- What attracted you to this role?
- What sets you apart from other candidates?

You can google “common interview questions” for a wider list as well as example answers to these questions but remember to put your own spin on the answers. Your interviewer is likely to carry out multiple interviews each day so ensure your answers are personal to you so that they stand out from the rest.

### Do your research

By research, we mean find out everything you possibly can about the company and role you are applying for. Interviewers are looking to see if you will fit in with the culture of the company so by showing off your knowledge, you'll already set yourself apart. They also want to see that you are enthusiastic about the company so demonstrating that you have done your research is an easy way to show this.

### Dress appropriately

Rightly or wrongly, your appearance will form part of the impression you make at interview, so it is important you get it right. At a basic level ensure you have a good level of personal hygiene and then also consider your hair, clothes and shoes. Your choice of outfit will depend on the

role and type of business you are applying to but as a general rule of thumb you should dress smartly. This will imply that you are professional and serious about making a good impression. It's also a good idea to iron your outfit the night before to save yourself time and worry on the day of the interview.

## Arrive early

Plan your route in advance and leave plenty of time to get to your interview. This will ensure that you arrive with time to compose yourself before you are called in. Arriving 10 – 15 minutes before your interview is acceptable but any earlier can put pressure on the HR team to see you more quickly. There may also be paperwork for you to complete ahead of the interview so allowing yourself 10-15 extra minutes means you can take your time over this.

## Dealing with nerves

It is natural to feel apprehensive and nervous before an interview but, if you have prepped in advance you are already putting yourself in good stead. If you still feel nervous remember to breathe deeply and think of all your positive attributes. Most people will be able to tell whether or not you are being genuine so remind yourself to be yourself, because that's exactly what the interviewer is looking for.

## Body language

Your interviewer will be assessing your body language along with your responses so make sure you are aware of how you come across from the moment you step onto the premises. Good body language is making eye contact, shaking their hand firmly and smiling through your nerves. Try to avoid fidgeting as this will distract from what you are saying and end the interview on a positive by thanking them for their time.

## What to do if you can't answer a question

There may be a number of reasons you can't answer a question; not hearing it properly, not understanding or simply not knowing the answer. Regardless of the situation it is important to stay calm and think sensibly about the answer. You are entitled to ask the interviewer to repeat the question and this can buy you some extra time to think. There is no harm in admitting you are unsure about a situation but offer an alternative solution perhaps saying you'll be researching this after the interview.

What's important is you don't stress out or lie as both of these could lead the interviewer to lose confidence in you.

## Ask questions

Lots of people forget to ask their interviewer any questions, often because nerves get in the way. However, asking questions is important for two reasons. Firstly, you need to gauge whether the role is exactly as you understood it before the interview and decide whether you think you'll fit in with the company culture. If progression is important to you, ask whether they have a clear pathway in place. If you are concerned about the working environment, make sure you get further information on this. Asking questions also shows that you are engaged and interested in the job so make sure you take up this opportunity when it arises.

Preparation and confidence are two main factors in succeeding in an interview as the age old saying "practise makes perfect" is very true in these scenarios. Most importantly, try not to let any knock backs affect you. Learn from them and get straight back into your job search.

Vibe Recruit offers all candidates interview advice and tips when preparing for interviews with our clients.