

**Interviews can be nerve racking so here's our 5 "Top Tips" to help you prepare**

### **Research and Prepare**

You are bound to be asked what you know about the company at interview so make sure you have done your homework. Check out a company's website to see how they started and the products or services they offer. See what their latest news is so you know exactly the direction the company is heading in.

### **Practice you're your answers**

Every interview is different but usually there are always questions that will be asked. Have some examples ready of situations where you have overcome problems, excelled in a certain area and what you think are your strengths and weaknesses.

### **Dress to impress**

Even if you know the role you could be working in requires casual dress, always attend interviews looking that little bit smarter! No chipped nail polish or dirty shoes! If it's raining take your umbrella and wear a coat— you can easily slip out of it just before you get there if need be!

### **Take a deep breath and stay calm**

It's fine to take a breath, pause and think about your answers to the interviewers questions. Also make sure you know exactly where you are going and how long it will take to get there so you don't arrive late and flustered. Give yourself time to relax, take a breath and smile!

### **Have some questions prepared**

Good interviews may well cover a lot of your questions but have a few ready that ask more about the company and its ethos and its plans for future success. Questions specifically about the job are good to show how interested you are in the position.