

Interview

Have you ever hoped for a Fairy God-Mother who could answer all the questions for you? Well here she is:

1. Have you always wanted to feel comfortable at Interviews?
2. Do you want to feel that you are prepared for anything?
3. Can you get all the questions and answers, just right?
4. Is your desire to control your emotions and your nerves?
5. Would you love to be able to present yourself effectively, in the best possible light?



... there are actions anyone can take to make the interview process, a challenging, enjoyable, enlightening and successful event. Learn how to really connect with your interviewer and know when you are hitting the mark.

Many people consider great interviewees to be ... quick thinkers ... great at thinking on their feet!

A lot of what we call 'quick thinking' is really 'pre thinking', being prepared and having given yourself the time to construct answers or responses, that appear to be on the spot, but are really scripted, expected or anticipated at some stage.

Learn what to look out for, what to include, what to leave out, how and what to highlight and enjoy an insight into what strategy is being used. Know what to do when the question you don't want asked, comes along. Some interview questions, especially for jobs, are behavioural interview questions. These are aimed at establishing various core competencies relevant to the role, such as teamwork, creativity and innovation, decision making ability, business awareness or conflict resolution. The interviewer is looking for examples of past behaviour that demonstrate these competencies, so there is homework you can do here. We will help you locate it, and be ready.

We examine questioning techniques, interview strategy, media ploys, body shadowing techniques, mental and physical preparation and the critical role of forethought and positive self talk.

Google says that an *interview* is a conversation between two or more people where questions are asked by the interviewer to elicit facts or statements from the interviewee. We will suggest that communication in an interview is so much more than this. We unlock the unwritten language too.