



11 Top Interview Tips



CooperLomaz



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During an interview, it's important to remember that this is a two-way process. Not only should you give the best account of yourself, but you also need to ensure that the role and company are the right fit for you. To help you achieve this, we've put together our top 11 tips to ensure you have the best chance of landing that dream role!

1. Do Your Research

The interviewer wants to know that you are genuinely interested in the company and the role. Make sure you have a solid knowledge of what the company does and learn as much as you can about them. A great place to start is their website and social media pages (LinkedIn is a really good way to get to know them!). Don't just scan the 'about us' section of their website. Look at any recent news within the business and ask your recruiter for any useful information about the company. Also, try to find out as much as you can about the person interviewing you. Does the company website have a 'meet the team' section? Use this to find out what their role is and how they fit into the company.

2. Remember the Details

If you're going for multiple interviews at different companies, make sure you get the details right! Ensure you've got the correct date and time, know who to ask for when you arrive, and are comfortable with the interview format. Some interviews may be one-on-one, while others might involve meeting multiple people. It could also be a phone or video interview.

3. Learn About the Role

Go through the job description in detail and make sure you fully understand it. Identify any skills and experience you have that match the stated requirements. If you don't have the exact experience listed, think about other skills you have that show you can do the job. Always ask your recruiter for more specifics about the role and what the company is looking for.





4. Prepare for Common Questions

Prepare for common interview questions! Write down notes and practice saying them out loud. Familiarise yourself with the STAR method to structure your answers:

- **Situation:** Set the scene and briefly describe the scenario.
- **Task:** Explain your involvement and what the challenge was.
- **Action:** Detail the actions you took to resolve the situation.
- **Results:** Share the outcome, using data if possible (e.g., productivity increased by X%).

5. 'Tell Me About Yourself'

This is a common way to start an interview. Your answer should be relevant and professional. Start by talking about your current role and how you got there, but also include some personal information such as hobbies or interests. Avoid giving short answers or rambling. This is a great opportunity to tell them why you're right for the role, so take the time to prepare thoroughly.

6. Plan Ahead

Decide what you're going to wear. If you're unsure about the appropriate attire, ask your consultant about the company dress code or look at the company's social media for clues. Make sure you know how you're getting to the interview and allow time for any delays. Aim to arrive 5-10 minutes early. If it's a remote interview, ensure your device is fully charged and that you have a quiet place without distractions. Test your headphones and camera beforehand.

7. Make a Great First Impression

Greet your interviewer with a smile and make eye contact. Listen carefully to what they tell you about the role and look for any clues that may help you in the interview process. Ask questions along the way to show your interest in the company and role. Be polite and friendly to everyone you meet; many companies will seek feedback from everyone involved in the process.

8. Listen!

Listen to the interviewer and avoid interrupting. Allow the person speaking to finish, pause briefly, and then answer the question.

Take your time!





9. Think of Some Questions

Interviewers will almost always ask if you have any questions. This is your chance to find out more about the role and the company. Is there anything not covered in the job description that you'd like to know more about? Prepare questions specific to the role to show your interest. Avoid asking about salary and benefits at this stage; your recruiter can help with that after the interview.

10. Remember Why

Consider why you are interested in this role and company, why you are the right person for the role, and why you are looking to leave your current role. Answer these questions truthfully and positively, avoiding negative comments about your current employer.

11. Give Feedback

Providing feedback to your recruiter is vital and should be done quickly while the experience is still fresh. If you're unhappy with one of your responses or forgot to mention something important, your recruiter can potentially clarify this with the client. Giving feedback can also show the client your eagerness and that you're still interested in the position.

Preparation is key to entering every interview with confidence. Your recruiter wants you to succeed and is there to help, so if you have any further questions, reach out to them for advice.

