

SET YOURSELF UP FOR SUCCESS!

Tips for a successful interview and making a great impression

1. Arrive on time

If you are late to your interview, how can your potential employer trust that you will show up to work on time? Make timeliness a priority and you will stand out among your peers.

2. If something goes wrong CALL

Employers are much more understanding of your life circumstances if they have a heads up. If you run into a problem and cannot make it to your interview, or you will be late, call and let them know. This employer scheduled their day around meeting you, don't waste their time.

3. Appearances matter

How you dress sends a message about how you feel about this job. If you took the time to look professional they know you are serious about your work. If you look like you are on your way to meet your friends at the bar or like you came from the gym they might question your motives.

4. Be prepared and follow directions

If you were asked to bring something, bring it. If you were given instructions, follow them. When you are called for your interview, ask what you need to bring and write it down so you don't forget. Employers love when people follow directions and come prepared.