

## **Virtual Interviews - 7 tips**

With social distancing measures in place and staff working from home, companies have had to get creative and revise the way they recruit. Video conferencing apps, such as Skype, Zoom and Microsoft Teams, are hugely popular now than ever before and are here to stay. See below useful tips for you to consider whilst preparing for your virtual interview.

### **1. Test Your Tech.**

Test, check & check again your device, internet connection, camera, microphone sound and video conferencing app are working prior to your interview.

Do a dummy run with a trusted friend before hand to iron out any issues.

### **2. 'Opportunity Does Not Waste Time With Those Who Are Unprepared.' Idowu Koyenikan.**

Prepare examples of your own experience and lessons learnt. Also, prepare questions for the interviewer. The questions to ask will become evident throughout your research.

Drill down into the industry trends. Use this info to showcase your knowledge about the industry you want to work in.

### **3. Check Your Environment.**

Consider which room you will use to hold your interview. Be sure to tidy-up your surroundings before-hand and remove distractions. You want to be engaged.

### **4. Rehearse Your Way To Success.**

Rehearse your answers to common interview questions. Prepare specific examples using the S.T.A.R Framework.

### **5. Dress How You Want To Be Addressed.**

Consider and prepare your interview outfit as you would for a traditional face-to-face interview.

Check out the YouTube videos from @jeanetteyounglondon. She shares trendy workplace outfit ideas, which I am sure will inspire you to raise your game! Main takeaway – be authentic at all times. Dress appropriately and comfortably to have a successful interview.

### **6. 'Whatever Affects One Directly, Affects All Indirectly.' Martin Luther King Jr.**

Prepare relevant stories and examples you can share that are specific to the job. Remember smile naturally & make eye contact.

### **7. Send a thank you email.**

Use this as an opportunity to reaffirm your suitability.