

# ***Job Interview Success!***



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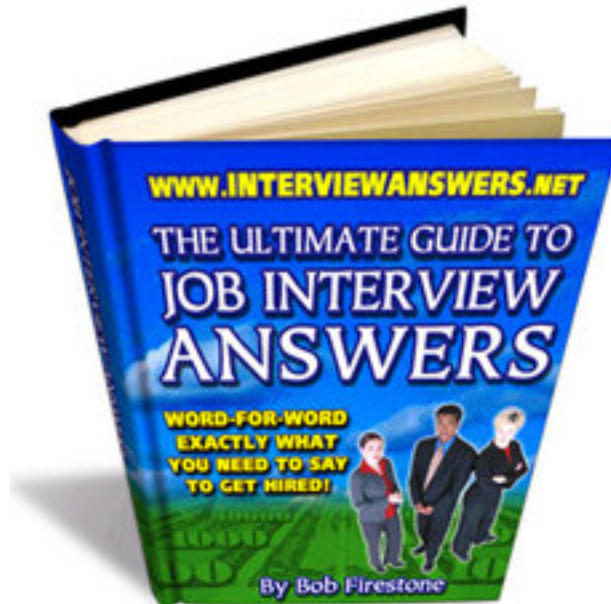
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## Introduction

This ebook was inspired by Bob Firestone's book "THE ULTIMATE GUIDE TO JOB INTERVIEW ANSWERS!"



I have personally recommended this guide to several friends who were going for job interviews and they all found it very useful. I got my girlfriend to read though it the night before an interview and the very next day she was offered two job positions. Before that she had been to 4 interview without success. Thank you Bob.

<http://www.jobinterviewresumeletters.com/interviewguide.php>

With Bob's E-book, learn How To Answer Any Question An Interviewer Could Possibly Throw At You!.

Arm Yourself With These Proven Job Interview Answers, Plus Learn How To "Package & Spin" Your Work Experience, Be More Likeable, Increase Your Confidence, Uncover The Interviewer's Hidden Needs, and Tell Them Exactly What They Want To Hear -- So You Get Hired!

**Visit the link above to download your copy of Bob's book.**

## Good Interview Questions

Many candidates make the mistake when preparing for an interview of concentrating all their energies on how to answer the interview questions they might face without giving thought to good interview questions they could ask the interviewer.

In fact, many candidates may ultimately fail in their application simply because they took an overly passive role in the interview, and did not take the opportunity to ask their own questions. A good point to remember is that not only are they interviewing you to judge your suitability but also you are interviewing them to evaluate whether the position is good for you.

With this in mind, it is clear the ability to ask good interview questions is at least as important as the ability to give good answers. Unfortunately, most aids to interviews focus on the latter, which is why interviewees often go into the interview unprepared. Luckily, we have a solution that will solve that problem for good. Our guide to successful interview techniques includes a complete instructional on suitable questions you can ask. Now there is no problem trying to decide what might be a good question to ask, as we set them out in an easy and clear format.

What is more, we also provide you with helpful leading questions that will ensure the interviewer unwittingly is forced to agree with your opinions, thus creating a good rapport between the two of you. Once this good rapport is established, the chances of you getting the post will have increased significantly.

With our guide to good interview questions, you will impress the interviewer with your confidence and perceptiveness, and we believe it may make all the difference to your prospects.

<http://jobinterviewresumeletters.com/job-advice/goodinterviewquestions-toughinterviewquestion.html>

## Tough Interview Question

Like it or not, it is a very tough world sometimes, and you have to be tough in order to survive. Nowhere is this more perfectly illustrated than in the interview.

Tough interview questions are actually a myth. There is no such thing as tough interview questions, but simply interview questions that you can or cannot answer adequately.

There may be few certainties in life, but having to experience at least one interview may be considered one of them. In fact, with more people choosing to change careers than ever before, the likelihood is many people will face more than one tough interview in their lives.

It therefore pays to prepare, which is why our guide to tough interview questions makes an interview easy. We have developed a comprehensive guide to all the tough interview questions you might possibly be asked, and of course we provide full and detailed advice as to how to respond. With our guide, you will begin to see the interview as an opportunity rather than a series of tough questions.

Traditionally, interviewees have often found questions about gaps in a resume or personal weaknesses as particular tough, but our guide provides superb advice on how to answer these and other tough questions.

What makes our guide especially useful is that we have specific advice for particular occupations. For example, we have management interview questions that will help managers in particular to answer tricky questions. Management interview questions can often be extremely tough, as they call for detailed descriptions of past performance, but our guide will solve all your worries.

Whether you are looking for a human resources interview question, a customer service interview question or an interview question for a secretary, our guide has it all. Because it is so comprehensive it is perfect for virtually any profession as well as offering superb general interview advice.

With our guide to job interview questions and answers, you will find you need never turn to another guide again.

<http://jobinterviewresumeletters.com/job-advice/goodinterviewquestions-toughinterviewquestion.html>

## Behavioral Based Interview Question

In quite a lot of interviews you will be asked a lot of questions but sometimes behavioral based interview questions can be asked to assess your personality, attitude and of course behavior.

Behavioral based interview questions are basically questions they ask you to see how you react and how you deal with problems, whether or not you would deal with the problem in a calm civilized way or in an angry way.

To answer this question the best LISTEN very carefully to the question and answer it with detail and appropriate answers, think about what the interviewer is wanting to here from you, but be prepared to back it up in every which way possible.

To answer these just think about experiences in jobs, high school, colleges and life experiences, the examples are everywhere.

Although there will be different answers for most things, never try and answer it in a different way or how you would act, answer it the way you did act.

If you say you behave well in this situation then when it happens you get angry, they are going to see that you lied a bit in your interview.

Behavioral based interview questions are questions that are revealing past experiences in which you encountered potential conflict in the particular situation.

And how you went about dealing with the potential conflict and why and what the outcome was.

Basically remember how the behavioral based interview question was asked, think about the situation it is portraying and the task that was in hand, the action you took and the result that followed. If you remember all that you will ace the task of answering behavioral based interview questions.

Behavioral based interview questions are vital for the company as they can hire someone that they think is perfect for the job, do not take any offense to it, they are just checking you out!

Some example behavioral based interview questions and answers

Behavioral based question: Describe a situation in which you were able to use persuasion to successfully convince someone to see

things your way.

Answer: This could be from any of life experiences as well, you could use the example of maybe a debate that you had in university or of the similar or an argument of personal beliefs for example:

The situation was that me and a friend were having a heated argument about our beliefs, and they were adamant what they believed was ultimately the truth. I explained to them in my view how I saw it and after a while of explaining they realized that it was my view and everyone's different.

Behavioral based question: Describe a time when you were faced with a stressful situation that demonstrated your coping skills.

Answer:

The situation was that I was faced with a deadline in previous job, some paper work had to be finished by a certain time and there was a lot of other paper work to do at the same time for other people, I had to prioritize all the paper work and get most needed work out on time. The outcome was that I got all paper work done on time.

Behavioral based question: Give me an example of a time when you set a goal and were able to meet or achieve it.

Answer:

Any goal you have set will be fit to answer this behavioral question for example:

I sat a goal when I needed to loose weight, the situation was that I was very obese, I achieved this by dieting and exercise and in the end I had shed 30 kilograms

<http://jobinterviewresumelatters.com/job-advice/behavioralinterviewquestionandanswer-behavioralbasedinterviewquestion.html>

## Common Interview Question And Answer

In a job interview there is an array of common questions that you could be asked, and how you answer them is a high factor of whether or not you will get the job.

All questions must be answered in a confident and clear way, so the job interviewer knows exactly where you are coming from and likes your answer.

Always be prepared for different questions, but remember there are a few common ones that always pop up in interviews, so be always remember how to answer them.

A really common sample job interview question is "What are your long and short term goals, and how are you going to achieve them?"

This is a great common question as the job interviewer can see whether or not you are ambitious etc.

A good way to start on how you answer this common question is to sit down and actually find out what they are.

Grab a piece of paper and divide it into two columns, one for short-term goals and one for long-term goals.

The aim of this is to see what your goals are then afterwards, write down HOW you are going to achieve this, and what you are doing at the moment to complete them.

These are some common samples questions:

Long Term Goal sample: To save for a deposit on a house

How am I going to achieve this sample: Save certain amount each year or month, cut down on impulse buys and unnecessary items.

Or Short Term goal sample: Find a really great job that is challenging and enjoyable

How am I going to achieve this sample: Apply for roles that excite me and give the job interviews my all.

After doing that sit down and think, what will the job interviewer be wanting me to say, this corresponds with the job you are applying for try not to be too common and answer it in a way everyone else



does, be original.

Always choose the answers that show you have ambition, drive, determination and a great will to achieve.

That is what they want to see, not some one that is not willing to strive for something they want, that type of person is seen as not caring about the job they are going for and have no real ambition in life and is a real turn off for employers.

Ok so you're in the interview and all the common questions are being thrown at you, and your answering them with ease, then the question you've prepared comes, "What are your long and short term goals, and how are you going to achieve them?"

Do not panic sit there and think about how you prepared for this common question, take a deep breath and say, "Long term wise, I want to be able to save for a deposit for a house, I'm saving each week and cutting down on all the impulse buys, its something I really want so I'm trying my best to get it"

"Short term goal is to find a position that I am comfortable with, and that I enjoy and feel challenged with, and how I'm doing that is applying for positions, going to interviews like I am right now, and never giving up until I find it.

Of course your answers can be different from the above common question samples but all answers must be truthful and to the point, don't try and elaborate on and on about unnecessary information. I hope this information and the samples above help you in answering the interview questions.

<http://jobinterviewresumelatters.com/job-advice/commoninterviewquestionandanswer-samplejobinterviewquestionanswer.html>

## Sample Interview Question

In a job interview you are going to get asked a LOT of questions by the interviewers and hopefully you will ask the job interviewers some questions as well.

In the job interview they are going to ask you questions that will assess your personality, your goals, your objectives, your attitude and how well you will fit the position and the company.

How you answer these questions and how you portray yourself in the job interview will determine whether or not you will get the position.

Everyone worries about how he or she is going to answer the questions and how he or she is going to be perceived by the job interviewer.

If you answer the question clear and precisely in the job interview you will be fine.

Try not to be nervous as that will show through in how you answer the questions and how you act in the interview, so be calm.

And please be yourself, do not try and portray yourself as someone you are not the job interviewers are only looking to find that sample of greatness that you have inside!

Below we have two sample job interview questions for you to read and learn how to answer them so the interviewers love you.

Two sample job interview questions

Sample job interview question number one

What can you bring to this company that no one else can?

This question is designed so the interviewer can assess how you value your skills and credentials, why are you the best, why do you think you can be great at this job.

This is a crucial question that you have to answer right as you are selling yourself and trying to entice the employer to hire you based on your abilities and how you think that you are the best and the right fit for the position.

Sample response:

I feel I have great communication skills, I love dealing with customers and working with people and I feel my skills could contribute a lot to your company.

## Sample job interview question number two

What things motivate you?

Here is where you can show the interviewers your full potential, tell them what makes you get up in the morning, what fills you with excitement, passion and lights your eyes up when you speak.

Sample response:

My kids motivate me to get up every morning; they look up to me as a role model.

Or something along the lines of a hobby, like gardening or fishing.

Also tell them what will motivate you in the job you are applying for, do you strive for customer satisfaction? Do you love achieving targets and deadlines tell them everything you love about the position you are applying for but make it simple and professional don't try and tell them you want the position because of the benefits e.g. discounts on items and so forth.

Sample response:

I love the challenge of working in this industry, I love striving to achieve goals and I love the variety of duties involved and the confidence and feeling of achievement when I have completed a job.

But remember if you show more enthusiasm in the job interview for something such as a hobby rather than the position you are applying for it could seem that you are uninterested so be careful how you word your answers to the above question.

<http://jobinterviewresumeletters.com/job-advice/sampleinterviewquestion-samplejobinterviewquestion.html>

## Good Answers To Interview Questions

If you have ever had a job interview you will know how difficult it can be to answer certain questions. Providing good answers to interview questions is not always easy, as an interview is a stressful situation and it is often difficult to find the necessary time for good preparation. In such cases, no matter how good your qualifications or experience might be, if you flunk the interview you can wave good bye to the job of your dreams.

And yet preparing good answers to interview questions is not a difficult thing to do. Of course, in order to give good answers to interview questions it is necessary to know what the questions will be. While some questions might vary according to certain variables, such as the job itself, the mood of the interviewer, the time available and other such factors, a job applicant would be safe to assume certain key questions will appear again and again. These are the ones the interviewee can take time to study, and prepare good answers to so that in the interview itself, there will be little hesitation or stumbling over words, thus creating a good impression.

Some questions will relate to how you see your personality so will relate to your strengths and weaknesses or other key aspects of your psyche. Although the interviewer will have already gained a good feeling for what you are like through the resume and first impressions, it is important while answering any questions to do so in a confident manner. Give examples or evidence to back up personal opinion, and even when mentioning negative attributes, find a way of putting them in a good light.

Giving good answers to interview questions is not always easy. Sometimes there is a question asked at an interview that you had not prepared for and were not expecting. Again, keep calm and think through the question logically. Nevertheless, while there may be the occasional question asked at an interview that you were not expecting, most of the time good preparation will help you immensely.

<http://jobinterviewresumelatters.com/job-advice/goodanswerstointerviewquestions-goodinterviewquestiontoask.html>

## Good Interview Question To Ask

Many of us have been in that situation where we have had the opportunity to ask an interviewer a question and have not been able to think of a good one to ask. This is a mistake. If you have been given the opportunity to ask a question you should make the most of it. Not only will you impress the interviewer with a good question, but you will be able to find out important information about what the interviewer is really looking for in an applicant from the way he or she responds to your question. If you have the opportunity to ask a question, make it a good one.

With our guide to interviews, you will find out not only how to answer questions the interviewer asks you, but also which questions you yourself should ask. As with many areas of life, taking a confident pro-active approach is sure to be welcomed by the interviewer. With our guide, you get 43 of these questions that you can use to make a really good impression. We also help you with 'tie-down' questions, which are basically questions which require the interviewer to agree with you when you reiterate your suitability for the post. By doing so, you get the job interviewer to equate you with the right person for the position.

Preparing good interview questions to ask is just as important as preparing answers. With our guide you can do both saving you considerable time and money.

<http://jobinterviewresumeletters.com/job-advice/goodanswerstointerviewquestions-goodinterviewquestiontoask.html>

## Job Interview Question And Answer

Do not go for a job interview unless you are totally prepared. In particular, make sure you know the questions that will be asked as well as how to answer them to maximize the impact you make upon interviewers. Most of us will be forced at one point in our lives at least to undergo the ordeal of a job interview. For many, it is an extremely stressful experience, and one in which we dread having to face.

Nevertheless, with the right preparation, it is possible to go into a job interview with the freedom of knowing you can answer any question that comes up. Surprisingly, the same tough questions will crop up in any number of different job interviews. While the actual jobs may be completely different, the questions might be similar as the characteristics employers are looking for are shared across many occupations.

It is a common occurrence therefore that you will be answering questions on topics such as your ambition, your personality in terms of strengths and weaknesses, and your ability to work in a team. While there are many other common questions, these often provide the backbone of many job interviews.

Employers are looking to see not only what you answer but how you answer. They will be watching to see whether you answer questions with knowledge and confidence, or whether you seem to stumble and trip over your words. Essentially, they will be looking to see how well you communicate your thoughts and ideas, as well as such issues as body language and appearance.

Time spent preparing how to answer certain commonly asked interview questions is bound to pay off. Even if you do not get the first job that you apply for, the more interviews you have the greater your confidence will be, and confidence in job interviews often comes from knowing exactly how to answer difficult questions.

Free interview question and answer

We have discussed the importance of being able to handle a series of difficult job interview questions and answer them well. What is less clear is how this is to be achieved. Luckily, there is an

eBook that can provide all the help you could ever need. 'How to answer any question an interviewer could possibly throw at you' is a comprehensive guide to some of the toughest interview questions, and frees you from interview worry.

Armed with such a guide, you can face that tough job interview with confidence, as you will know how to answer anything that comes your way. This kind of knowledge will give you an advantage over your rivals, and let's face it, a job interview is basically a competition between a group of people, all trying to prove that they are the best. With this guide, you have a natural advantage over the others, and the days of looking stressed and uncomfortable in job interviews are well and truly behind you.

If you have ever stumbled with employment interview questions about mysterious gaps in your job history or wondered which weaknesses you can mention without it adversely affecting your chances of landing the position, this guide sets it out for you clearly and easily. For any employment interview question, the eBook provides a quick reference to help you discover the right thing to say.

What is more, the guide comes complete with many great free features that make the whole package even more desirable. From free advice on how to spot when someone is lying to special free software you use to manage all your job files, this really is a comprehensive package that will help you for years to come. Walk into that next interview with a new sense of freedom and confidence.

<http://jobinterviewresumeletters.com/job-advice/jobinterviewquestionandanswer-freeinterviewquestionandanswer.html>

## Sample Interview Follow Up Letter

After a job interview no matter how good or bad the interview went it is always a good idea to send the company and the people that interviewed you a thank you letter or follow up letter, it is much better thing to do then sitting around waiting for the decision to be made and its going to increase your chances of getting the position as well.

Some interviewers actually expect you to send an interview follow up letter or thank you letter after an interview, and if they do receive one they will be able to sample your wonderful manners and will be able to tell that you are serious about the job and then they will not forget who you are.

So below we have a sample interview follow up letter for you to look at and use however do not copy the sample letter word for word as it is only a sample or guide to what you should be writing in your own follow up letter.

The sample also has fictional locations and company names as well as fictional names of the two people involved.

Follow up thank you letters are sent to thank the interviewers for the interview opportunity, express appreciation for them to take the time to talk to you and to highlight your essential qualities that make you perfect for the job as Jemima has in the sample below.

Also in the follow up thank you letter you should express why you think that you are the best for the position and why you deserve a second interview.

It will give you a chance to polish your answers and responses that you did not do to well with and that lacked power in the interview.

Not to mention you can add details you failed to mention, for example that you're a member of a commerce club, or other relevant experience that you have had and you can include references that the interviewers may of asked for.

Always remember to send the follow up thank you letter within two days of the interview, it can be hand written or typed but it should be very neat.

If you can, match the paper you used for your resume with your follow up letter, it will look very professional and smart, use a formal letter format as below in the sample.

You can send the follow up letter, by post or by fax or email, just



remember with email not to use emoticons or abbreviations.  
And only use email if you have been corresponding with that person by email before hand and if the follow up letter regards an email.

<http://jobinterviewresumeletters.com/job-advice/sampleinterviewfollowupletter-sampleinterviewthankyouletter.html>

## Sample Interview Thank You Letter

August 21st, 2005

Brian Charsley  
5678 Seymore Lane  
New Cardshire City, IN 84596

Dear Mr. Charsley:

Mr. Charsley Thank you for the opportunity on Tuesday to visit with you and discuss the position you currently have available at John Lang and Associates.

It was a pleasure speaking with you and thank you for your hospitality during my visit and your efforts to arrange my interview. I enjoyed interviewing with you and the position sounds both challenging and rewarding.

Having seen your premises I am more enthusiastic about position and with what John Lang and Associates has to offer.

Though my education and work experience I have gained many skills, as well as an understanding of industry knowledge as I have worked for several years in the recruitment industry.

I have worked from Receptionist to Branch Manager and I feel my skills and experience would complement the Human Resources department at John Lang and Associates.

As requested I have enclosed a list of references you may contact regarding my prior work accomplishments.

Thank you again for the opportunity and I look forward to your decision.

I can be reached on (079) 678 8678 or by email at Jemimaw@gerin.com should you need additional information

Sincerely,  
Jemima Winter  
876 Sailors Road  
New Hampshire Town, PA 16525

I hope this sample follow up letter and the information helps you in succeeding to get that position you've always wanted!

<http://jobinterviewresumelatters.com/job-advice/sampleinterviewfollowupletter-sampleinterviewthankyouletter.html>

## Free Job Interview Question

Job interviews are something most of us have had to face at one time or another. Near the top of any stressful activity list must be job interviews. No matter how good our qualifications and experience might be, unless you can act composed and professional while answering a series of difficult questions for a job, you will not be successful in your search. In fact, for many people, answering job interview questions are the single most difficult aspect of the entire job interview process.

Luckily, help is at hand to free your mind from the stress of preparing for job interviews. We can help you with the top job interview questions, and provide the answers you need to face that job interview with confidence. Imagine a book that has the answers to the most difficult job interview questions as well as providing several great free benefits that cannot be surpassed. Our top free extras include free sample interview answers. Using this great free offer, you can get a taste of some of the questions you might face in the job interview as well as some of the top ways of answering.

As well as providing answers to over 99 of the top job interview questions, the eBook also provides some free top tips for dealing with the job interview, something that other guides often overlook. The truth is, how you answer can often be just as important as what you say. The guide will give you the confidence to make sure you are at the top of your game, and help you get your foot in the door.

It is vital when you go into a job interview that you know how to answer the top interview questions. While interviewees might find some questions easy, the questions that often mean the difference between success and failure are the ones you need to work on. These are the questions that often cause applicants to stumble, so if you are comfortable with these, the interviewers are bound to be impressed. Make sure you know how to answer tough questions related to gaps in your employment history, your strengths and weaknesses, and others. The guide will show you how to answer these top tough questions and many more, and you can even sample some ideas for free.

Whether it is a phone interview question or help with specific industries such as a pharmaceutical sales interview question, the

eBook on answering interview questions has it all. Other guides provide generic advice and so may not help with answering a phone interview question. As this guide is specific, even issues as specific as a pharmaceutical sales interview question are taken care of.

With four top free features also, you will never need another interview guide. These include a free guide to tell if someone is lying. Use these techniques to your advantage in the interview room by avoiding falling into several traps and pitfalls that interviews are looking out for.

A guide on top job interview questions and answers is really a sound investment for the future. You can use this eBook again and again, and you will find your confidence increases dramatically upon using it. Essentially, it provides all the help you need to gain that edge over the competition and to face each interview in a relaxed and confident manner, which is just what the interviewers are looking for. Imagine how successful you could be in interviews if you were not worrying about tough questions and could instead concentrate on selling your unique set of talents. Finally, with this guide, your dream can become a reality.

<http://jobinterviewresumeletters.com/job-advice/freejobinterviewquestion-topinterviewquestion.html>

## Questions To Ask During An Interview

During a job interview your going to be asked a whole lot of questions, naturally seeing as it as job interview.

But what are you going to say if they ask during the interview and they most probably will "Do you have any questions?"

The most common answer is no, or "I'm sure I will have more questions if I get the job"

To the interviewer these appear to represent that you are uninterested in the job and do not want to know anything about the company.

The employer will learn a lot from what you ask during the interview and will find out what you deem as important.

Sometimes though you have no idea what to ask, so you just say no, it is the wrong answer and a missed opportunity to find out information about the company you could be employed at, if you get the job it could be too late to ask questions.

So yes ask questions during the interview, they will love the fact that you have taken the time to ask them questions and that you want to know about THEM.

If you listen during the interview, you can ask the interviewers about certain things they mentioned and inquire about the company.

It is all about finding out information about the company before you accept the job if it is given to you, how would you feel going into a company and suddenly realizing "Oh no I really don't like it here why didn't I find out more!"

But never ask any questions during the interview about salary or benefits, it will look like you don't care about the job only the money, the interviewer will raise that subject.

So before attending the interview make a list of questions to ask, this can be helped by researching the company a little bit, and think to yourself "What do I want to know about this company"

And only ask questions during the interview that you are truly interested in, if not, the employee will definitely be able to tell.

The questions you will ask during a job interview will depend on whom you are talking to as well.

For example if you are talking to a hiring manager, ask about job qualities and challenges if it is a Human Resources manager, ask about the company and the department.

Management personnel ask about the industry and the future plans and projections of the company and if you know a lot about the industry show off your knowledge.

Some example questions to ask during a job interview:

Why did you choose this company?

How do you see me benefiting the company?

Is there room for potential growth and advancement in the company for the successful candidate?

Are there opportunities for the candidate to receive professional training or further education? Or

What are your company's perceptions on employees receiving further training?

Are there other job responsibilities or duties not mentioned in the ad?

If I have other questions may I be able to call you?

What do you see as the company's strengths and weaknesses?

How do you compare the company against the competition?

What will be expected of the candidate during the first year?

These are only a few questions that you could ask; they are there to give you an idea of what to ask an employer.

I hope this information helps you succeed in your job interviews and obtain that job you are after.

<http://jobinterviewresumeletters.com/job-advice/questionstoaskduringaninterview-questiontoaskatajobinterview.html>

## Free Job Interview Tip

The biggest free job interview tip to know about is to try not to appear nervous, although everyone says don't be nervous, but most people can't help it, especially when you're going to get grilled about your life and your achievements in a job interview. Being nervous is all in your head, you can be worried about lots of things, from how you're going to look, what they will ask you and how you will answer the questions.

The tip is though if you go there confident and without a slight nervous bone in your body, you usually do a better job in the job interview, I have been to job interviews where I have been a nervous wreck and words sometimes just fail to come out of your mouth no matter how hard you try and sometimes you just say things and straight afterwards you can't believe you said it or your memory appears blank, when you know you know the answers. A good free tip is to breathe deep and calm yourself down and think, do not rush into saying things otherwise you could regret it.

Before your job interview, a good free tip to know is to get yourself ready in plenty of time, and be happy with the appearance of yourself, if you look good you feel good and the nervousness will tend to disperse.

Make sure you know where to go for the job interview as well, and where to park that is the biggest free tip is keeping yourself nervousness free, if you can't find the place and can't find a park, you tend to panic as time runs out.

The whole idea is to free your mind and think positive, and that the employers are probably just as nervous as you, and all they are doing is asking a few questions.

I guess the funniest free tip has always been to think of them in there underwear.

Never ever think of the negative things, free your mind of them before or during a job interview they just make the nervousness even worse, think about how positive and confident you are.

It's all about mind power, if you think you are successful then you are successful and if you think you're going to be great in a job interview then you will be and that's a great tip to remember.

When you return for a second job interview if you are so lucky to get one and if they are holding second job interviews, congratulations you got a call back!

The free tip is to be as equally as confident as you were for the first one.

With a second job interview you will be most likely be interviewed by different people, most likely higher up in the company than the interviewers from the first job interview.

And usually the questions in the second job interview will be a lot harder and will cause you to really think so revise the questions they asked you and see where your weakness was, and work on better answers for the second time around

Also what areas or questions did they mostly ask you about in the first job interview and how can you improve for the second interview?

And think about the answers to the most common questions like "why should we hire you? And "What can you bring to our company?"

You can also research the company a little bit for the second interview, find out the brief history, who works there etc etc and ask them questions about how they started out and what the past year has been like and don't be surprised if they ask you what you know about the company.

And usually at the end of a second job interview there is quite a possibility of the company asking what you think your wage should be and if you're lucky enough they might even ask if you want the job.

Or they can ring you after the second job interview and tell you whether or not you got the job, or they often just send a letter in the mail.

So I hope those free tips help you out in your first job interview and help you to get a call back for a second interview so don't be afraid to share the tips with your friends as well.

<http://jobinterviewresumelatters.com/job-advice/freejobinterviewtip-secondinterviewtip.html>



## Job Interview Help

Sitting in a small room or an office of a potential employer for a job interview can be daunting and to be honest, sometimes scary. Prior to any job interview, you should make sure you have received all the help you could possibly need to ensure you have a relatively smooth and even enjoyable job interview with the job interviewee. This article will go into some brief detail on where you can find and access help for preparation of an impending job interview, and also a little bit of information regarding job interview weaknesses, this means the areas of an interview which you could improve upon. Because I am going to concentrate on two varying aspects of related interview knowledge, I will divide the article up into two sections. In the first section I will talk about the help you can access and get for yourself prior to an interview taking place. In the second section of this article I will go into common job weaknesses and how you can overcome them before heading out to your next possible job interview.

### Job Interview Help

As I mentioned earlier in this article, job interviews can seem scary and be rather daunting, especially if you are going for your first job interview ever. There is ways and means of finding help and getting all the help you need to assist you prior to attending an interview, to hopefully ensure that your impending job interview goes well for you. Before you locate any help, you need to try to pinpoint where you need the help. This is called being able to define your weaknesses, which I will get more into in the second section of this article. However once you have managed to achieve this, you are ready to hunt down and access the help you are in need of to help prepare you better for any impending job interview.

These days there are more and more Recruiters available for you to make good use of. A Recruiter is a trained and qualified person who can give you advice and help relating to all possible aspects of a job interview. A recruiter can even help you consider what job positions you are best suited to. If you think you need some one on one help regarding certain aspects of making it through a job interview successfully, I suggest you phone and make an appointment with a Recruiter at a Job Recruitment Agency and let them help you with their successful interview knowledge.

If you are more interested in trying to help yourself, you can access help right from the comfort of your own home. Run a search on the internet using your home computer. You will be given an abundance of web links to choose from taking you to one of many varying websites that offer help to people who need it prior to attending a job interview.

Another helpful thing you can do for yourself when you feel you need some help, is to gather a friend round and stage a 'mock' interview. Get your friend to be the interviewee and you be the person applying for the job (just as the case would be for real) and do what is called a practice run of an interview. This will help you to gain confidence, both in your speech and clarity and in what you actually have to say.

As you can see, there are a few ways of obtaining help when you are unsure of your capabilities prior to attending an impending job interview. I suggest you try gaining some help before an up and coming interview using all of the methods above. You can never be too ready for a job interview that may get you in the work force.

<http://jobinterviewresumeletters.com/job-advice/jobinterviewhelp-jobinterviewweakness.html>

## Job Interview Weakness

Job interview weaknesses are aspects of an interview that you feel you lack confidence with. This means that job interview weaknesses can range from how clearly you speak when spoken to, the condition of your nerves, to how well you answer any questions that an interviewee may ask of you. It is important that you learn to pinpoint these job interview weaknesses either prior to a job interview, or in the very least during a job interview that you were not successful at. If you can pinpoint where your job interview weaknesses lay after a job interview, you can work on these job interview weaknesses and improve on them for the next job interview you attend.

There is nothing wrong with having job interview weaknesses. We all suffer from one weakness or another when we first begin to head out to job interviews. This is often because we are put into a place of 'not being in utmost control'. (meaning, we are not in the position where we are controlling what is going on around us - we are the microscopic piece of the interview equation). That could seem a strange way to put it, but that quite simply is how it is when you are attending a job interview. The interviewee is studying you, all of the time. An interviewee will study the way you move, the way you speak and also what it is you have to say. Rest assured, if you have job interview weaknesses the interviewee will see these.

If you are lucky enough, when you hear back about how the job interview went, the interviewee may even pinpoint where your job interview weaknesses lie. That is always very helpful for a person who has to move on to another job interview. We cannot improve on our job interview weaknesses, unless they are recognized and shown to us. If an interviewee comments on certain job interview weaknesses, respect what they have to say and learn from what they have to say. Always take constructive criticism exactly as that - constructive criticism. This will help you overcome the job interview weaknesses that you in the meantime possess.

The more job interviews you attend, the less likely you will be at holding many job interview weaknesses. Your self confidence will grow, your ability to relate to varying people will grow and your overall demeanor will grow making you a stronger and more

knowledgeable person when it comes to job interviews.

All I can say now - is Good Luck!

<http://jobinterviewresumeletters.com/job-advice/jobinterviewhelp-jobinterviewweakness.html>

## Interview Question To Ask

Applying for a job in employment is a large step to take as you approach the workforce aspect of your life. Even more daunting can be the interview itself for a position you have been interested in and applied for. This article is about learning about which questions are appropriate for you to ask at the job interview you are attending.

Every position and job applied for will require different skills and varying levels of skill and social attributes and qualities. Each position and job applied for will have its own unique and individual description and responsibilities attached to it. You should bear this in mind when you are considering what questions would be the appropriate questions to be asked in each particular interview. The point I am making here is, questions you may ask in a job interview relating to a waitresses position in the workforce can vary to those questions you may choose to ask in an interview for a position of a bank teller. In saying this however, there will always be standard and appropriate questions that you can ask in any job interview for any position.

During an interview, the interviewer who is interviewing you should give you room to ask some questions of your own in the interview. Interviewers will always ask questions of you as the applicant, as this helps them to determine more about you as a person and also about the skills you possess and at what level. However it is important that you as an applicant are given the opportunity to ask questions of your own in an interview.

There are a number of questions you should consider asking in any interview you attend. The more you ask questions in an interview, the more confident you will become at asking questions in an interview. Below I have listed some of the more appropriate and necessary questions you could, or should ask when you are attending an interview for a position you have applied for.

Questions to ask in an Interview

How will my performance be measured and monitored and assessed?

What are my daily responsibilities?

What are the required skills and personal attributes needed for this position?

What are the policies of your company regarding ongoing training for this position or for advancement?

What sort of work can the first year of employment in this position provide for me?

How often will my performance be reviewed?

How much assistance is made available to new staff?

They are a few questions that are often recommended to be asked in an interview. There are more questions you can consider asking while you are attending an interview. Some questions should only be approached and asked if the employer raises the issue her or himself. These questions relate to salary and benefits.

You may want to consider asking questions such as:  
How many sick days are allowed on an annual basis?

When does a new employee become entitled to holiday leave?

What are the normal hours of a working day within your business?

Does this position involve weekend work?

These are questions that will help you determine whether the position you have applied for, and are attending a job interview for is really the position for you, and if all of the requirements for the position suit you. Sometimes a position will not be fully advertised and small details like weekend rostering will not be mentioned until you are attending an interview. Some people cannot possibly work on weekends due to family commitments. So as you can see, some questions are of importance for some people, while the same questions might not hold the same relevance to others.

<http://jobinterviewresumeletters.com/job-advice/interviewquestiontoask-questiontoaskinainterview.html>

## Job Interview Dos And Don'ts

With a job interview you must know the dos and don'ts to secure yourself a second interview or even the job.

There are some things that are definite don'ts and some that are definite dos, remember you are in that job interview to impress and entice the prospective employers into giving you the position you are being interviewed for.

So pay attention in the dos, and also pay attention to the don'ts as you do not want to do them.

### Job interview Preparation dos and don'ts

Take a copy of your resume and your references.

Always attend the job interview in clothes that are tidy and presentable.

Always arrive early, as it will look better that you are willing to be on time, take into consideration parking, traffic and finding the destination.

Always go to job interview alone, if you do bring some one have them wait outside or in your car.

### First initial contact dos and don'ts

In meeting the potential employers always be cheerful and happy, and smile a lot, as a cherry happy person always gets a head of the glum sad ones.

Even look happy if you are incredibly nervous, your personality will shine through.

Firmly shake the hands of all the people that are interviewing you, this will show them that your not afraid of meeting people, and that you are formal and confident.

### During the job interview dos and don'ts

A must is to always be yourself no matter what, don't try and pretend to be some one you aren't because usually they will see through it the first day of work you attend if you get the job.

Do not slouch in your chair; sit up right with good posture.

Keep eye contact when some one is talking to you.

Keep you hands on your laps, do not fidget with them, sometimes you can use your hands to express what you are talking about.

### Answering Questions dos and don'ts

Do not use words such as "um" and "ar", always think out a question and answer politely and formally.  
Do not leave long pauses between a question and an answer, if you don't know the answer to something say so, or ask them to explain it a little further.  
Do not use slang words and use please and thank you.  
Most importantly answer the question and the question only, do not over elaborate answers to make them turn into a story.

#### Asking questions dos and don'ts

Do not ask questions about salary or time off or compensation, as it will appear to the interviewers that you are only after money.  
Pre job interview research about the company is great as you can ask the company about there history, or the department the job is in, Genuinely showing interest in what they do is a good thing.

#### Leaving the job interview dos and don'ts

When leaving the interview whether it went well or not, always shake the interviewers hands and thank them for the job interview and say "It was nice meeting you".

It is always great to leave the job interview on great terms, especially with recruitment and how people swap there jobs a lot, as one interviewer could be at another company in the future and could well remember you, and you want to be remembered on good terms.

Especially if you are in the running for the job, you want them to think, WOW that person was really nice and polite and actually bothered to shake our hands and say thank you.

Another good thing to do is to write each person that interviewed you a thank you letter as well.

If you remember the dos and don'ts when going and partaking in a job interview you should be fine, confident and it should be recognized by the employer, and hopefully you will be able to get that wonderful job you have been dreaming of.

<http://jobinterviewresumeletters.com/job-advice/jobinterviewdosanddon'ts.html>



## What To Wear To A Job Interview

In a job interview your appearance and what you wear and how you dress is a big factor of whether or not you will be asked back to a second job interview or will be considered for a job.

What you wear to a job interview always depends on the type of job interview you are going to.

Employers always like someone that is smartly dressed and that takes pride in their appearance and looks tidy.

However you won't get anywhere if you turn up to a job interview with scruffy hair and dressed in scruffy clothes and you probably won't be considered for a position.

If you are going to a casual part time job, a smart casual dress is required which basically means casual clothes that are tidy.

A more professional job usually requires you to wear a suit; this goes for the woman as well.

For a woman attending a professional job interview, try and wear the most professional clothes you have, usually a nice suit which can be either be dress pants or skirt with a nice tailored jacket, with a blouse or collared shirt underneath with some nice heels to go with it as well.

This depends on what the weather is like as well: if it is summer wear a great blouse with a skirt and heels for a job interview and for winter wear a some great dress pants with a nice jacket with a scarf.

Also what you wear on your feet is endless as in summer you can wear open toed heels, and in winter you can wear long boots, and closed toe heels so choose the ones that feel the most comfortable for you as well, as you will be in them for numerous hours a day.

The most used colors are black for a suit and a white shirt, however you can experiment with what looks best on you.

As far as accessories go, for job interviews, wear a nice simple hand bag and keep things to a minimum though with the jewelry, maybe a simple ring, bracelet, earrings and a necklace is fine, don't overdo it with big bulky jewellery.

For men attending job interviews, wearing a tidy dress shirt and a pair of nice dress pants is great for a job interview, if it is

professional however a tucked in shirt with a tie and jacket is perfect.

Make sure that your dress shoes are nice and clean and polished before you wear them as they will notice if you have mud and dirt and what not on them.

Another major factor is how you have styled yourself for your job interview, e.g. what you have done with your hair and your face, below are some tips.

Body appearance for guys attending interviews:

Wash your hair, and comb it, then style it with appropriate products, however make sure it is tidy and professional, no Mohawks or extremely big sized spikes.

Wear aftershave and cologne to the job interview but not too much as you do not want to drown them in the smell.

Also make sure that you are clean-shaven, for the interview as well as wearing stubble on your face is unattractive unless you have a moustache or beard.

Body appearance for woman attending interviews:

Wash and condition your hair beforehand as well, now with women's hair (as we like to color it a lot) make sure you don't have unsightly re growth, keep it regularly up kept so it look sits best for a job interview.

Wondering how to style your hair for a job interview?

If it is a very highly up market professional job, a very tidy up do is great, maybe wear a bun or a sleek ponytail and try and keep it frizz free.

If in doubt scout magazines or consult your hairdresser for what styles to wear and what styles will suit your hair type.

Also nails are a big thing; if you have chipped nail polish take that off immediately, as it looks very tacky.

Manicures are great for your nails and they do look very professional as well.

Your make up should be professional and not caked on, wear neutral colors on the eyes, and wear minimal eyeliner and mascara.

So all in all keep yourself extremely tidy and wear nice, professional dress clothes and you'll definitely be a shoe in to

impress as what you wear and how you dress is the ultimate way to impress.

<http://jobinterviewresumeletters.com/job-advice/whattoweartoajobinterview-howtodressforajobinterview.html>

## Free Job Interview Tip

### HOW TO USE EXAMPLES TO SHINE THE BEST LIGHT ON YOUR WORK EXPERIENCE

So you got the Interview. Fantastic!

If you want to get hired you'll have to "show" that you possess the acumen to be successful at the job you are interviewing for. "Showing" is contrasted with just "telling" the Interviewer that you have what it takes. The formula for "showing" (as opposed to "telling") goes like this. This is a free job interview tip you can use:

- 1) Clarify the Question.
- 2) Answer the question by "telling" the Hiring Manager that you have the drive, stamina, smarts, and skills required for the position.
- 3) Then SHOW that you have demonstrated these abilities in the past by OFFERING EXAMPLES.
- 4) Finally, ASK and VERIFY that you have answered the question to the Hiring Manager's satisfaction.

Say:

"OK ... what you are asking me is "A." That's a fair question and I am pleased that you asked. Yes, I absolutely have the ability to "B" and that's because I am very skilled in "C." For example, in my last position I encountered a situation where I "X," but I was able to "Y" because of my ability to "B" and "C." Does that answer your question? Is that the type of experience you are looking for?"

A simple answer would then look this:

"OK ... you are asking me if I have worked with high profile clients before. That's a good question and I'm very glad you asked. Yes, I do have the ability to work hard to gain the respect of my clients, and then focus on quality service in order to keep them satisfied with the business relationship. FOR EXAMPLE, in my last position I was brought in to work with a large client after another Account Manager left. Although it was a challenge, I managed to repair the

problem by ensuring that we delivered exactly what was expected of us. Does that make sense? OK. Does that answer your question? Good. I think I could be an asset to your group having worked through this type of experience with a high profile client."

"FOR EXAMPLE" is the most important term in your job interview arsenal! Don't be afraid of using it often as a part of the answer to each and every question! The more solid examples (SHOW don't TELL) you can provide -- the more likely you will be hired. This is probably one of the best free job interview tips for you should remember for your next interview.

<http://jobinterviewresumeletters.com/job-advice/freejobinterviewtip.html>