

Preparing for the Interview

Congratulations! Your job application has secured you an interview. What now? A mistake which people often make is that they don't do any further preparation for their interview. If you want to gain employment it is imperative that you prepare for your interview.

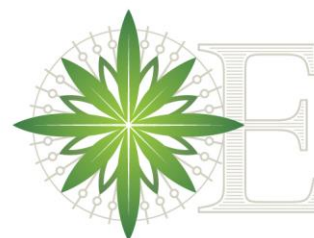
To help you demonstrate your skills, attributes and experiences to an employer, the Careers Service has compiled the following information to assist you in preparing for your interview.

Before reading any further, watch this helpful video clip on [preparing for an interview](#).

It is vital that you take the time to prepare for your interview. This is an opportunity for you to sell yourself to the company and to land your dream job. The employer will be using the interview to verify your qualifications, work experience and most importantly will be listening to your answers and watching your behaviours to decide if you are the right fit for their organisation.

Carry out the following research to help you prepare for an interview:

- Profile the company, the role and work conditions. Understand what [type of interview](#) you will participate in. Is it a panel Interview or a one-on-one interview?
- Research the profiles of the people who will be interviewing you. If you have not been given this information contact the company who will provide you with these details.
- Review your resume and cover letter. What did you highlight as your key skills and strengths? Reinforce these in the interview.
- Review the job advertisement, and reflect on the skills and experience which you haven't mentioned in your resume that you would like to emphasise in the interview.
- Practice answering [interview questions](#).
- Prepare some [questions that you can ask the employer](#) at the end of the interview.
- Check the date, time and location of interview and make the necessary travel arrangements well in advance to ensure you will arrive 15 minutes before the interview is due to take place.
- Research the organisations dress code and know what you are going to wear on the day. It is important that you dress to impress. Remember first impressions count.
- Access the video [How to present yourself well at the interview](#).
- Ask a family member or friend to help you practice answering interview questions.



Endeavour College of
Natural Health
ABN 57 061 868 264

Adelaide
88 Currie Street
Adelaide SA 5000
T: +618 8410 1975
F: +618 7201 4117

Brisbane
Level 2
269 Wickham Street
Fortitude Valley
Brisbane Qld 4006
T: +617 3257 1883
F: +617 3257 1889

Gold Coast
105 Scarborough Street
Southport Qld 4215
T: +617 5503 0977
F: +617 5503 0988

Melbourne
Level 1
368 Elizabeth Street
Melbourne Vic 3000
T: +613 9662 9911
F: +613 9662 9414

Perth
Level 1
170 Wellington Street
East Perth WA 6004
T: +618 9225 2900
F: +618 9225 2999

Sydney
Level 2
815 – 825 George Street
Sydney NSW 2000
T: +612 8204 7700
F: +612 8204 7799

endeavour.edu.au