INTERVIEW DO's AND DON'Ts

DON'T !!!!!!

- **Arrive late**
- **Slouch/fidget**
- **Mumble / low talk/ talk too fast or too slow**
- **Shrug / Give one word answers/ reply "I dunno"**
- **Lie!**
- **Discuss personal difficulties**
- **Complain about former employers / teachers**
- **Ramble and talk about irrelevant things**
- **Chew gum / sniff/ other bodily functions!**
- **DON'T take your cell phone into the interview!**

DO !!!!!

- **Plan to arrive early (10 mins)**
- **Dress for success**
- **Shake hands at beginning and end of interview**
- **Have good body posture throughout the interview**
- **Have eye contact throughout the interview**
- **Smile, be freindly and enthusiastic**
- **Speak clearly and confidently**
- **Prepare your answers with specific examples**
- **Ask questions at the end of the interview to show that you have done some research**
- **Have your resume, and reference sheet with you**
- **Say thank you at the end**
- **Follow up with a letter / email / phone call.**