

How to face Interview updated on Jan 2025

- * Be immaculate in your appearance.
- * Wear colour-coordinated professional attire.
- * Give a firm handshake.
- * Provide fresh copies of your resume to the interviewer.
- * Maintain good eye contact throughout the interview.

Go prepared: Find out about the company's vision, goal, products, the work culture and the management from the website. Then from the job description, analyse how suitable you are as a candidate. You can't be prepared for all questions as there will be some googlies and bouncers hurled at you. But there are some common interview questions and if you are prepared for them, half the battle is won. You will be less tongue-tied and appear more confident if you are ready with the response. You can check out what the interviewer wants to know for the same.

Be thorough with your CV: You should be familiar with whatever is mentioned in the CV. Read it thoroughly so that you are not stumped by any question regarding your past employment and education.

Act confident: Even if you don't feel confident, act as one emanating confidence. Your body language should be accurate and you should be making a positive impact during the interview. Sit straight on the chair and look into the eyes of the interviewer. Remember, you are nothing to lose and go with that mind-set. This causes less palpable stress.

Sleep well: A good night sleep is essential to stay fresh in body and mind. Never leave the preparation planning for the last minute. Be ready with your interview dress and keep your shoes polished. Women should clip their nails and remove nail paint if it's uneven at places and smoothen it well in advance. Never eat late or have an extra drink the night before the interview as that might leave you with a hangover. Try to remain calm and happy to be successful.

Be on time: Travelling to the interview can be stressful, especially if you have to commute a long distance. Try and do a trial run a day in advance so that you know how long it takes to reach there. Thus, you can plan as per your schedule and convenience. Remember, arriving late for whatever reasons is totally inexcusable.

Take deep breaths: If you've been made to wait in the reception, have a glass of water and take some deep breaths so that your voice is regulated and you don't seem shaky. Also, prepare for some small talk, like what you would be saying about yourself, etc. This is essentially to break the ice and you are at ease instead of sounding like a diffident person.

Prefer mornings to the second half: Mostly you wouldn't be given an option, but in case you are, take the morning slot to an afternoon one. Though it doesn't always matter but you are fresh in the morning and after you are through, you can plan the rest of the day accordingly. If the interview's scheduled in the second half, you carry the baggage of the schedules and plans for the entire day as well as the interview stress and come across as jaded.

Lastly, it goes without saying, be relaxed and don't worry too much. The job interview is for both parties, i.e. both for you and the employer to decide on the respective suitabilities; so go with an open mind and try to be calm.