

How to pass your interview on ?

The practice of online interviews is more common. It allows employers and candidates saves time on their research as well as the opportunity to respond to offers interesting but geographically remote.

To satisfy this type of interview, a few key points should be considered before to present yourself to the :

Become familiar with Skype, take its brands, choose a suitable Skype profile picture, control its presence in video

- ▶ **Inquire**
- ▶ For every interview, you have to know the functioning of the company, its objectives, its financial situation, its organization chart to show your interest and your motivation and also to have more insurance and be able to anticipate the questions. You can consult their site or social networks (Linkedin, Twitter, Facebook...)

Decor

- ▶ The particularity of these interview lies in the fact that you open the door of your home. You should ensure that hospitality gives off the seriousness of the organization while being warm. Choose a quiet, bright, neutral and ordered space giving a professional atmosphere.



This is still an appointment



- ▶ Take your provisions to not be interrupted, stay focused and calm.
- ▶ Some ideas: turn off your phone, notify your family and your friends, deactivate the doorbell, lock up animals...

Verification of the material

- ▶ Anticipate problems: test your connection, do tests-micro, maybe use a headset for better hearing (make sure that it is plugged in), check the functionality of your webcam... This method should save time and not vice versa.

You can also save your conversation to rework some things and make you progress and reassure you for the next interview.

Dress appearance

- ▶ Choose a professional dress (jacket, shirt) to get you in the mindset of the interview, the tie is not necessary. Don't do too much, but enough to feel your professionalism.
- ▶ Avoid jogging, if you need to get up, it would affect your application. Take care about your appearance, it remains a true recruitment.

Supports



- ▶ Have your RESUME, your cover letter, notes, questions that you have on hand. Also prepare answers types such as your skills and your flaws, expect the famous "introduce yourself" or "why do you choose us and not the another", prepare keys of elements pour power bounce, missions of the keys to your post... Keep the thread of the conversation, you can view your notes that show your preparation but they must remain a support.
- ▶ Be natural and spontaneous, those are qualities sought.

Behavior

- ▶ Adapt your behaviour, make an effort of speech, articulate, do the poses, do not interrupt, have a look right and course.
- ▶ Avoid gestures of hands or faces, the hands or pen on the face...
- ▶ Obviously not gum, cigarette or coffee...
- ▶ Wear your gaze on the camera to give the illusion of the eye contact, it creates a kind of trade even if finally is virtually. If you look yourself, you may distract you.
- ▶ Be sure to get enough close to your webcam in a broader plan and remember to keep you right. Be friendly and smiling.
- ▶ Thank the person at the end of the interview for giving you his time, add that you stay at his disposal, show that you think worthy of this post and so have the subtlety to finish on terms open pointing out that you are in the wait.

To finish

- ▶ The day before, prepare and organize your venue. Don't be too short about time and don't accentuate the stress already likely to be present during a job interview. It must also be in form whatsoever for your ability, your attitude and for the rendered image (dark circles do not play in favour of the person)
- ▶ You are now ready to pass this interview in good condition, if you are worried, mark a stop and relax to let appear the best sides of your personality. You can also get a note reminding you not to forget to smile.
- ▶ Good luck to you!

