

10 Ways to Ace Your Next Interview

Interviewing can be nerve-wracking. Here are 10 tips to help you nail it.

1. **Do some research.** Learn as much as you can about the person doing the interview.



Google and LinkedIn can give you the scoop on their position, company, and where they went to school — and show you did your homework.

2. **Prepare.** What are your strengths and weaknesses? Why are you qualified for this job? Prepare some clever answers to commonly asked interview questions and be ready to elaborate to keep the conversation going.

3. **Practice.** Try a few mock interviews with your friends, siblings or parents. If that makes you uncomfortable, do it in front of the mirror. Remember, it's not just what you say but also how you say it, so work on eliminating filler words (e.g., "um" and "like").



4. **Know your own resume.** If you need to peek at your resume to talk about your experience, you probably over-embellished, and that's an interview red flag. Know your history, and even better, make comparisons between your experience and the skills needed for the position you want.

5. **Come up with a few questions of your own.** Nothing conveys interest more than asking thoughtful questions. Something as simple as "What was your favorite class in school?"



or "What was your first teenage job?" will go a long way in establishing a connection with the interviewer.

6. **Arrive early.** There's a fine line between on time and late. Don't tempt fate: shoot to arrive 15 minutes in case of unforeseen delays, and use the final 10 minutes to do some last-minute prep. Feeling flustered is the worst way to start an interview.

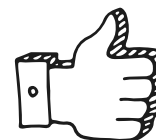


7. **Dress appropriately.** You may not need a coat and tie, but you most definitely need clean clothes. Put some thought into your first impression, and make sure your attire matches the tone of the interview.

8. **Act professionally.** Initiate a firm handshake, make eye contact, and speak clearly. Interviews can be very uncomfortable, but it's your job to show that you can be courteous and professional under pressure.

9. **Say thank you, and say it again.** Always thank the interviewer for his/her time. Follow up with an (error-free) email reiterating the sentiment and suggesting next steps.

10. **Learn from your experience.** Some interviews will go better than others. Regardless of the outcome, having the confidence to navigate an interview is a critical life skill, so practice every chance you get.



Safety First!

Choose a neutral meeting place like a library or coffee shop, and if you feel uneasy, bring an adult or friend. Make sure you have your phone and be sure to tell someone where you're going and when you'll be back.