



## 5 Ways to Prepare for an Interview:

- Prepare a list of References. You will most likely get asked for this list. Most applications only ask for past 3 positions and companies will ask for more before or during the interview. It makes your life easier and shows preparation when you can submit it quickly!
- Read and then Reread the job description. Having the best understanding of the written job description will not only allow you to ask quality questions but will also make sure you feel like the position is right for you!
- Practice answers to previous job-related questions. One of the questions many will ask is exactly what you did in your last position. Make sure you remember the software you used or the name of the tool you used. Employers want to know what you know regarding a position and this question shows experience.
- Be focused. Time is very important to everyone. Make sure you answer questions fully and as concisely as you can.
- Prepare questions to ask the interviewer. You are interviewing the company as well, so make sure you ask questions that matter to you, but also are related to the position, atmosphere of this company, not to compare a previous company's culture.