



AUSTRALIAN COMPUTER SOCIETY YOUNG IT EVENT

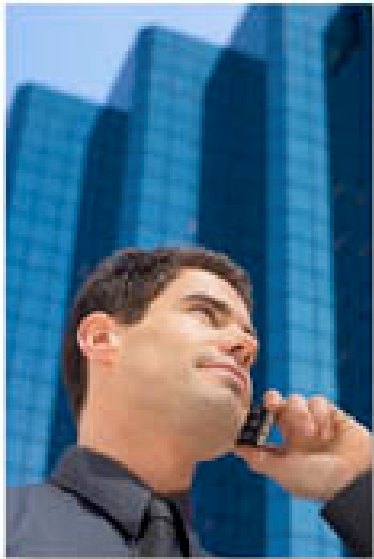
How To Sell Yourself In An Interview!

**Kylie Hammond, Amazing Results Executive
Search & Coaching Group**

www.amazingresults.com.au



INTERVIEWING IS A SKILL!



- Interviewing is a communication skill that can be learnt and improved
- Most people don't have much opportunity to "practice" their interviewing skills
- Some of the best candidates don't get the job because of poor interviewing skills.



BEFORE YOU ARRIVE!

- Research the company, research the position, do your due diligence – web audit the client
- Make sure you have interview confirmation details correct, i.e. Who are you meeting with, what time?
- Prepare your answers – most candidates don't prepare what they are going to say in interview.





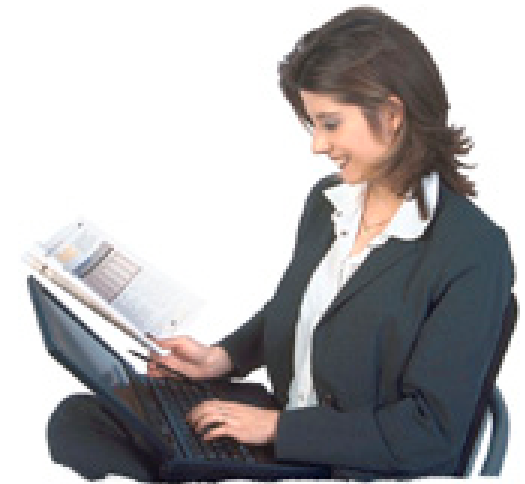
FIRST IMPRESSIONS COUNT

- Your appearance & personal habits is critical
- You are on display the moment you arrive
- Interviews mid-to-late week are more successful
- Try and get am interviews versus afternoon
- Clothing, shoes, nails, hair, conservative corporate dress.....!



WHAT NOT TO DO!!!

- Tardiness, being late for your appointment
- Complaining or blaming previous employer
- Inappropriate sense of humour
- Any sign of lying or dishonesty
- Any sign of instability
- Arrogance and aggression





WHAT ARE THE 5 THINGS EMPLOYER IS LOOKING FOR DURING INTERVIEW?

- Why are you here?
- Why do you want to work for us?
What kind of person are you?
- Would you fit into our company?
- What distinguishes you from other candidates?
- Can we afford you?





WHAT ARE THE 5 THINGS TO LEARN FROM YOUR INTERVIEWS



- What does the job involve?
- What are the skills a top employee would have?
- Do you like the people?
- Can you show them something unique about yourself....?
- Can you persuade them to hire you on the salary you want....?



NERVOUS MANNERISMS

- Weak handshake
- Avoiding eye contact
- Using the words OK, yeah throughout the conversation
- Staring at interviewing....Too intense...
- Not speaking clearly enough....





PLAN YOUR ANSWERS & QUESTIONS!



- Competency based questioning, what does it really mean?
- Practice your examples and answers, write them out....
- What questions are you going to ask?
- Technical questions....



ANSWER THE QUESTION

- Answer the question!!!
- If you don't understand the question, get clarity, double-check
- Use examples to explain your answers
- Plan your own questions!



HOW TO SELL YOURSELF?

- 50/50 rule, answer questions in 20sec – 2mins
- Think how you can solve the company problems – you are the solution.
- Illustrate the way you have conducted your job search and why you want to work for the company.....





TECHNICAL BASED INTERVIEWS

- Do your homework on their systems, infrastructure, applications, networks etc
- Don't wing it...! If you don't know the answer tell them.
- Demonstrate your ability to learn new technology and the studies you have undertaken.
- Demonstrate your wider interest in the IT/computer industry



SALARY NEGOTIATIONS



- Avoid salary discussions.....
- When is the best time to negotiate?
- Looking at the big picture – total compensation.
- Know your value in the market!



CLOSING THE INTERVIEW



- Closing interview questions – example questions you should ask
- Follow up interviews, 2nd, 3rd round discussions
- ASK for the job.....!!
- Next steps.....Accepting offer, contracts, reference checks.



HIRE FOR ATTITUDE



- Many employers hire for attitude and train for skill
- How to stand out from other candidates...
- Go the extra mile....good manners, thank you notes, show passion & enthusiasm!
- Think about why you want the job?



Amazing Results Contact Details

Kylie Hammond
Amazing Results

Level 29, Chifley Tower
2 Chifley Square
Sydney NSW 2000

Phone 1300 669 139



www.amazingresults.com.au