

# Interview Preparation

## **The day before the interview**

- Check and confirm travel arrangements
- Clothes are cleaned and ironed
- Shoes are polished
- All documents are printed
- Any pre-assessments have been completed
- Practice answers to interview questions

## **The morning of the interview**

- Have breakfast, you need a full stomach
- Shower, shave, brush teeth, fresh and clean
- Avoid strong odours e.g. smoking
- Leave for the interview with plenty of time
- Take an umbrella, tissues and mints

## **Take to the interview**

- Compendium
- Printed copy of resume
- Printed copy of cover letter
- Printed copy of elevator pitch
- 5-6 prepared questions, written down
- Printed copy of the advertisement
- Payroll information (if requested)
- Relevant certificates and awards
- Any other material that has been requested