

## Fix up, look sharp; with our interview tips!

### Where is the interview?

Make sure you know how to get to the company and how long the journey takes; have maps, train times, etc, ready in advance and arrive a few minutes early for extra brownie points.

### Plan your journey [here](#)

And if you really want to impress you could even do a dry run!

### What to take?

A map of how to get there  
A copy of your application form and CV  
A note of the key points you want to make and any questions you want to ask at the end of the interview.

### What to wear?

Make sure you are dressed appropriately for the position for which you are being interviewed. Some companies have a much more relaxed approach to dress than others but, if in doubt, go suited and booted.

### Mental preparation

It is important to think about how you might answer certain types of questions. How will you provide evidence of certain qualities and skills? If you are asked about being a team player, for example, what evidence will you use to show this?

### Knowing me, knowing you

You should have a good knowledge about yourself! Sounds simple but it is important to remind yourself of the messages you have conveyed through your application form and be prepared to discuss anything you have included.

Read through your application and imagine you are the interviewer.

What questions would you ask in their shoes? Make sure you can give at least one positive example (preferably more) for each of the skills and attributes the employer is seeking.

Why should this organisation select me?  
What are my ambitions?

Ask yourself the following...

Why do I want this job?  
What are my strengths and weaknesses?  
What have I gained from my degree?  
What skills have I gained from my work-related and extracurricular activities?  
What do I know about the job itself?

### Knowledge about the organisation

This will demonstrate your interest and enthusiasm for working for this particular organisation and will help you to prepare some questions to ask the interviewer. All employers will expect you to display some understanding of their business, its size and the sector in which it operates.

At the end of the interview asking questions shows your keen interest in the internship. Maybe ask what training opportunities they offer.

Preparation is key and with Google at your fingertips there is no excuse for not knowing about the company, its products, services, achievements and competitors! So go, get tapping!

### It's all in the mind

Most people feel nervous about interviews. Above all, try and stay positive and remember that it's a learning experience and there is no right or wrong.

Plus it's a two-way process you should leave feeling like you know lots about them too, and whether if you get that call, this is that right role for you.

If you would like any further help or information with preparing for an interview don't forget to visit your university careers service or our website