



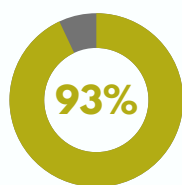
JAMES GRAY
RECRUITMENT

Interview Preparation

5 Tips for Success



Preparation is the Most Decisive Factor in Interview Success



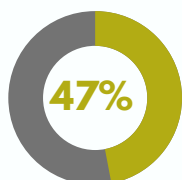
Ninety three percent of employability is determined by preparation.

BUT

Only 1 in 10 candidates spends 2 or more hours preparing.

These 5 Key Steps Will Give You The Winning Edge:

1. Research The Company and Role



Fifty seven percent of interviewees who have little or no knowledge of the company are rejected.



Prepare at least 5 questions. Make sure they are specific to the company or role.



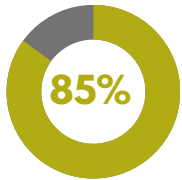
Asking about a recent industry change is a good way to show your interest in the companies market



2. Get Organised

- Organise everything at least 2 days before
- Allow extra time for travel delays
- Double check you will look the part
- Arrive 15 minutes early to the interview

3. First Impressions Count



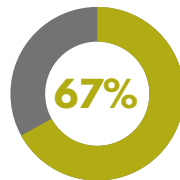
Eighty five percent of interviewers decide whether to hire someone in the first 3 minutes, so be sure to smile and greet them confidently.



4. Demonstrate Your Energy & Enthusiasm

Sit up and try and relax. Let your enthusiasm shine through.

Make Eye Contact



Sixty seven percent of hiring managers say that failing to make eye contact is the biggest mistake interviewees make.

Don't cross your arms or fidget as it will make you seem nervous.

5. Demonstrate Attitude & Aptitude



89%

Eighty nine percent of interviewees fail for attitude not aptitude, so make sure you talk about your leadership and teamwork skills.



The **STAR** technique is a great way to structure your answers to questions:

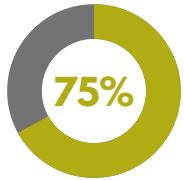
An illustration of a person in a suit standing on the left, pointing towards a large rectangular box that contains the STAR technique details. Below the box are three stylized human figures representing an audience.

Situation	~ Set the scene
Task	~ Describe the challenge
Action	~ Explain what you did
Result	~ Quantify the results



What to do After the Interview:

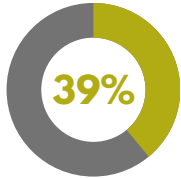
ALWAYS Follow up within 24 hours
it could make the difference



Seventy five percent of interviewers say that receiving a follow up impacts their decision making



BUT



Only thirty nine percent of candidates actually follow up within 24 hours



**Try out these tips and nail
your next interview!**



JAMES GRAY
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How can we help?

Are you searching for a new opportunity in the construction or engineering industry or a hiring manager in need of top talent? Get in touch today.

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