



Recruiters' Top Tips to Prep for an Interview

Congrats on the opportunity!

Whether it's in person or virtual, these 8 tips can help you ace it.



1. Research the company

Scour its website and resources like LinkedIn and Glassdoor to learn about notable projects, core principles, the leadership team, recent news and more to talk about in the interview. Also research the latest industry trends.



2. Practice repeatedly

Determine which career highlights to emphasize and how, and rehearse answering common questions such as "Why do you want to work here?"



3. Check your tech

For video interviews, test your software, internet, camera and audio. Do a test run with a friend to combine this with a practice interview.



4. Be ready for anything

The interviewer might ask different types of questions (e.g., behavioral, situational). Explain how you'd tackle challenges or take steps to learn more.



5. Dress appropriately

Wear business attire, even for virtual interviews. For video sessions, make sure your background is tidy.



6. Pay attention to your body language

Look the interviewer in the eye (on video, look into the camera). Keep your expressions friendly and maintain good posture.



7. Be open and honest

Avoid embellishing your qualifications. Hiring managers easily see through exaggerations.



8. Ask good questions

Curiosity impresses hiring managers and helps you determine if you want the job. Always have a few questions ready, and inquire about relevant topics as they come up.

Questions you can ask

- ② Why is this position open? Did someone leave or is it a new position?
- ② What's the biggest challenge the team has faced in the past year?
- ② What does it take for someone to be successful in this job?

- ② What do you enjoy most about working here?
- ② How would you describe the workplace culture?
- ② Also ask about things you found during your company research.



How to Answer Common Interview Questions

Can you tell me about yourself?

Explain how you're suited for the job and why you want it. Highlight relevant strengths and expertise and how they apply to the position.

Why do you want to work here?

Talk about why you like the company, how you'd contribute and how you'd complement the workplace culture.

What are your weaknesses?

Don't use the words "none," "perfectionist" or "workaholic" (or similar sentiments). State your real areas that could use improvement and steps you're taking to address them.

Why do you want to leave your current job?

Talk about what you want out of a new job, like more responsibility, career growth and work-life balance. Don't disparage your current job or company.

What's your expected salary?

Give a range rather than a number, based on market research (like the [Salary Guide from Robert Half](#)).



Should you send a thank-you email? Yes!

A post-interview thank-you can distinguish you from other candidates. Express appreciation for the hiring manager's time and the opportunity to interview. Reinforce why you're a good match for the role. Mention a topic you and the interviewer discussed, and close by expressing your excitement for the opportunity.