

5

Simple Tips for Acing Your Interview



1. Dress Appropriately—Your wardrobe says a lot about your professional demeanor. Showing up in a wrinkled, untucked shirt or blouse looks bad for everyone. Remember, you are not only representing yourself, but also the organization you're interviewing with. A business suit is always a safe bet and is guaranteed to send the right message.

2. Be Punctual & Prepared— Nothing looks worse than showing up late and unprepared for an interview. It gives off the impression that you don't care very much about the position you're applying for and automatically categorizes you as someone who will be late in the future. Try to arrive at least 10 minutes early and bring extra copies of your resume and references. Be organized and think ahead: it will only benefit you and your chances of landing your dream career!

3. Skip The Negativity— It is normal for an employer to go over each of your past positions listed on your resume during your interview. The last thing this potential employer wants to hear is you bad mouthing an organization whom you no longer work for. It does nothing for your integrity and gives you one less reference to rely on. Be positive!

4. Triple Check Your Resume— Errors on a resume are simply bad news. Poor grammar, spelling and punctuation comes off as careless and unprofessional. It is always best to have someone you know look it over for any mistakes and really take the time to make sure it's formatted correctly. Your resume is the first thing employers look at so be sure that you present yourself in the best light possible.

5. Always Ask for the Job— This forward approach may seem odd to some, but the recruiters here at Fusco Personnel Inc. say it's one of the most underestimated strategies for landing a job. Most candidates just leave once they're dismissed, but we want you to stand out and make it known that you want the position. Don't forget to follow up, either. It is always a good idea to send a Thank You card to show your appreciation for the opportunity and the time that was taken for you to be considered for the position. Set yourself apart from the rest and success will surely follow.

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