



Job Interview's

DO'S & DON'TS

For more tips on how to land the interview, visit:
www.clearmotivationsnpo.org/employment-prep

THE DO'S



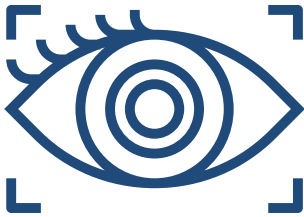
Do turn off your phone.

(this way you'll avoid any interruptions or distractions.)



Do arrive early.

(10 minutes prior to the interview start time or earlier if the event or employer instructs you to do so.)



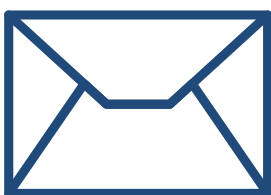
Do make eye contact.

(have a friendly expression when you are greeted by your interviewer.)



Do sit still in your seat.

(show good posture.)



Do write a thank-you letter to your interviewer promptly.

(this shows you are truly invested in the role and interested in working for the company..)

THE DON'TS



Don't take a cell phone call.
Don't look at a text message.



Don't chew gum.

(make sure to throw your gum out BEFORE entering the building.)



Don't be late.

(you will run the risk of your interview being cancelled.)



Don't slouch, and don't sit rigidly on the edge of your chair.



Don't make negative comments about previous employers.

(this creates a bad impression of yourself.)