

# TOP TIPS FOR VIRTUAL INTERVIEWS



The Covid-19 pandemic changed many things, it has pathed the way for a new way of working with many businesses adopting remote and hybrid working as the norm. It has also changed how companies recruit, during the pandemic, almost everything switched to its remote and virtual counterparts. Most notably job interviews were now being conducted online via video links. Although the word has slowly been returning to a new normal, the popularity of the virtual interview remains high. It's efficient, cost-effective and allows more interviews to take place hence why most companies are sticking with the virtual interview.

But does this change the way we prepare for our interviews?

Here we have gathered up some of the top tips to prepare you for a successful virtual interview.

## TECHNOLOGY

Always test your connection and technology beforehand. Often the interviews are conducted on popular programmes such as Microsoft Teams or Zoom, be sure to download the necessary software in advance. Make sure your video and sound quality are adequate on your device and test your microphone is working. You can test your connection about an hour before you are due to start the interview and make sure it's strong and can support video.

## ENVIRONMENT

Set yourself up in a clean and clutter-free environment, if possible, and keep the background plain and clear. this will not only help you stand out but also helps to get you into the right frame of mind before your interview. Choose a space that is quiet and has few distractions.

## APPEARANCE

As above wear professional clothing that puts you into the interview mindset. As you would for a face-to-face interview, it is essential in creating the right first impression. The right attire can make you feel confident. However, do not wear anything that you feel uncomfortable in. You will be sitting down in front of a computer, a waistband that is too tight or a top that's too low may cause you to fidget and lose your focus. The aim is to feel at ease and comfortable so you can concentrate on the interviewer and their questions.

## PREPARATION

A big bonus of interviewing virtually is the fact that you are at home. Spend time preparing yourself by gathering any information or paperwork you have in readiness for answering any questions. Have information in easy reach and a copy of your CV to hand. Practice answering some of the most common interview questions (you can find a handy list of these here) this will help you to answer these more naturally when asked. The more comfortable you feel the more confident you will seem.

Good Luck!