



Meredyth  
Experienced Hire Recruiter

## Video interview tips

Video interviewing is new to a lot of people, so, here are a few things you need to know.

- ▶ Find a quiet and well-lit space for your interview. It should be free from any interruptions, so let the people around you know when you are being interviewed.
- ▶ Test your computer/tablet/phone before your interview, and make sure to check your camera and sound. You can even practice by doing a mock interview with a friend or family member. Being on camera might be new to you, so this will help you be more comfortable and relaxed.
- ▶ Come to your interview dressed as if you were meeting in person. You want to make a good impression.
- ▶ Have a paper and pen ready so you can take notes.
- ▶ Do some research on the company and interviewer if possible. Have a few questions written down to ask during the interview.
- ▶ Put your phone on silent. If you are using it for the interview, make sure you close all your apps. If you are using a laptop or tablet, close all the programmes to avoid any notification sounds or pop-ups.
- ▶ Don't be too casual, remember this is still an interview even though it may seem less formal.
- ▶ Maintain good eye contact when speaking to the interviewer.
- ▶ Check your background and surroundings before switching on your camera. You want to make sure it is presentable and appropriate.
- ▶ Make sure your device is fully charged before your interview.
- ▶ If you lose your connection, don't panic. Take a deep breath and try to reconnect. The recruiter/interviewer will understand. Technology is not perfect. If you are unable to reconnect, just send an email/text or call and reschedule.
- ▶ Don't be afraid to ask the interviewer to repeat the question if you did not hear it clearly.
- ▶ Do your best to be yourself and engaged.
- ▶ Do use a headset to prevent sound issues.
- ▶ Don't forget to follow up after the interview. Let the company/interviewer know you want the position.

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