Job Interview

Do’s and Don’ts

Here are some basic do’s and don’ts to apply in a job interview.

<table>
<thead>
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<th>Do</th>
<th>Don’t</th>
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<tr>
<td>Dress appropriately</td>
<td>Over/underdress</td>
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<td>Confident body language</td>
<td>Slouch and avoid eye contact</td>
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<tr>
<td>Research</td>
<td>Improvise or go blank</td>
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<tr>
<td>Listen carefully</td>
<td>Talk without end</td>
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Strengths & Weaknesses

How can you make talk about yourself without bragging and without being too modest? And how to talk about weaknesses in a professional manner?

Start with your personality. You can fill out a core quadrant to discover more about your qualities and challenges. This helps you tell more about who you are.
Job Interview

Then there is your behaviour; the things you’re good at for instance. The STARR model can help you to illustrate how you behave in certain situations. By thinking about what you want to tell before the interview, you direct some control over the conversation. Think about how you can make your know-how speak to the interviewers.

- Situation
- Task
- Action
- Result
- Reflection

Describe situation
What was your task?
What did you do?
What was the result?
How do you look back on your actions

Do some research! Mission & Values

It’s important to research the company you’re applying to well. Visit their website and find out what they deem to be important. This way you show you’re serious about the job.

- Check the mission & vision of the organisation
- Look up your audience on LinkedIn
- Find matches with your own values & ask about them

Tips & tricks

Here are some more tips to help you prepare for a job interview. Do you need more help? Sign up to our workshops now! More info: rug.nl/careerservices

- Save the vacancy text
- Know and bring your CV/letter
- Clean up your online image
- Be on time
- Practice your interview at home