

VIRTUAL INTERVIEW TECHNIQUES

VIRTUAL INTERVIEWS ARE BECOMING MORE COMMON PRACTICE FOR MANY JOB APPLICANTS THESE DAYS.

It is now even more important to learn the skills required to undertake a great virtual interview.

Here are a few tips for setting yourself up for success:

1. TEST YOUR TECHNOLOGY BEFOREHAND

2. KEEP YOUR VIRTUAL IDENTITY PROFESSIONAL

- Keep your email and user-names professional and straightforward

3. CREATE A SET

- Make sure the space is clean and uncluttered
- Sit in front of a blank background to limit distractions
- Sitting near a window works best, keep the light in front of you

4. WEAR PROFESSIONAL ATTIRE

- Dress as though you're preparing for a face-to-face interview

5. PREPARE IN ADVANCE

- Practice answers to common interview questions (enlist a friend or family member to do a mock interview with you)
- Keep your resume next to you

6. LIMIT DISTRACTIONS

7. USE PROFESSIONAL BODY LANGUAGE

- Sit up straight, smile, and keep your eyes on the camera

8. BE YOURSELF

- Be clear and concise in your answers

9. FOLLOW UP

- Send a follow-up email, thanking them for taking the time to speak with you.
- If you're not successful in getting the job, ask for feedback and if you can stay in regular contact to enquire about any future roles that become available.

