

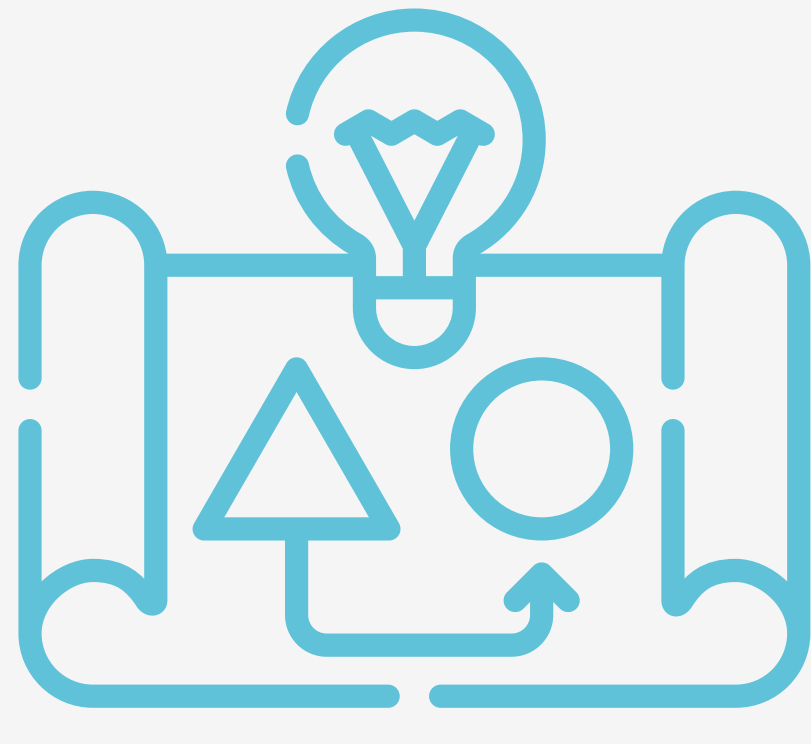
# Before anything else, preparation is the key to success.

Alexander Graham Bell

## Interview Preparation Quick Self-Check

1. I have researched the hiring company's website?
2. I have read and understood the Job Description for this role?
3. I am prepared to answer the question,  
“Why are you interested in exploring this opportunity?”
4. I am prepared to answer the question,  
“What do you know about this company?”
5. I am prepared to answer the question,  
“Why do you think you are right for this role?”
6. I understand that it's not appropriate for me to raise the subject of salary during the first interview unless the interviewer asks me about salary details?
7. I have prepared a couple of questions about the company?
8. I have prepared a couple of questions about the role?
9. I have copies of qualifications and certificates with me – just in case?
10. I have a hardcopy of my CV – just in case?
11. I understand that English fluency is important?
12. I am dressed at my formal best?
13. I am clear where the office is located and I've confirmed directions to the office?
14. I plan to leave early enough to allow for traffic jams?
15. I have the contact number of my Idealseed consultant + partner, just in case?

## Common Interview Mistakes



### Not being prepared

A common mistake that many applicants make is that they do not look into the company's background before the interview.



### Dressing poorly

Many times applicants do not dress properly for the interview. Attire worn should justify the level of responsibilities and the nature of the job.



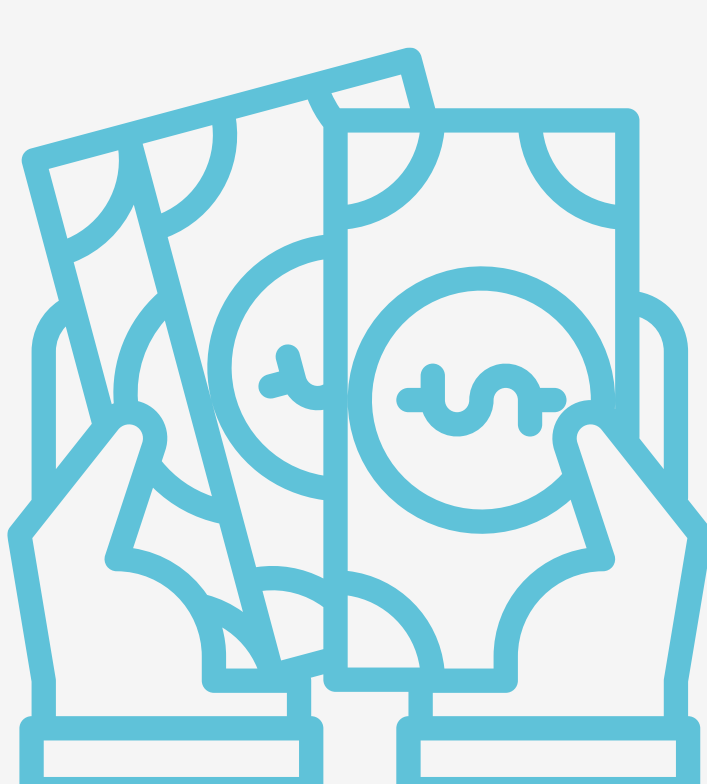
### Not being precise in answering questions

It is better to politely state that you do not know the answer to the question and to ask for another question.



### Being curt, impolite and/or boastful

Being confident is good. Being overly self-confident will put the applicant at risk of coming across as an obnoxious individual.



### Asking about salaries & benefits in the 1st interview

The onus is on the interviewer to initiate this – not the applicant. Money concerns are important but in an interview process, they are to be addressed only in the later stages of the interview process. Entertainment expenses and benefits are also taboo in the 1st interview.



### Not knowing the role in an interview

There are applicants who turn up for interviews without knowing exactly what role they are being interviewed for. If in doubt, always feel free and welcome to double-check with your Idealseed Consultant.

## Final Words

From all of us here at Idealseed,  
we wish you every success and  
we look forward to partnering with  
you throughout your career lifetime.  
Thank you.