

How to prepare for ANY interview



BEFORE the interview



Read about the Company

Browse the company's website, understand their products/services, their recent news.
Run searches on Google & LinkedIn.

This **homework** shows your interest and helps you decide if this place is right for your career.



Study the JD

If you've thoroughly **understood** the JD, then you are already ahead of 70% other applicants.
Use this knowledge to customize answers that **connect** your skills with the job's requirements.



Re-read your own Resume

Refresh your memory on past projects.
Prepare answers on **WHAT** you did, **HOW** you did it and **WHY** you did it.



Run a mock Interview

Hire a professional interviewer who can share candid feedback from the 'other side of the table'.
At the very least, prepare a list of answers to the most-likely-questions.

Visit <https://pragatipeople.com/> to book a mock interview.



DURING the interview

1

2

3



Role-Candidate fit

Convince them that you will get the job done.
Present your skills as the **answers** to what they need.
Keep your responses short and to-the-point.



Carry yourself well

Show up on time
Self-confidence
Body language
Authenticity
Working well with others



Close the deal

Make a sincere attempt to **LEARN** from the interview.
Ask for **feedback** to improve (*do NOT ask for the result*).
IF you are asked to specify CTC expectations, give a politically correct answer. (*do NOT bring up salary on your own*).



Visit <https://pragatipeople.com/> to book a coaching session on salary negotiation.

AFTER the interview

1

2

3



Continuously improve

Reflect on the what went well and what could be improved.
Write these down, **work** on them!



Follow up

If culturally/situationally appropriate, send a thank-you email.
Give it **2 weeks** before your first follow-up.
Stay optimistic but not over-eager!



Focus on the future

If 30 days go by, then dust off your shoulders and move on.
Wait for the **next train** to arrive.



Visit <https://pragatipeople.com/> to co-develop a job search plan personalized for YOU



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- *LinkedIn Profile Optimization*
- *Mock Interviews*
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