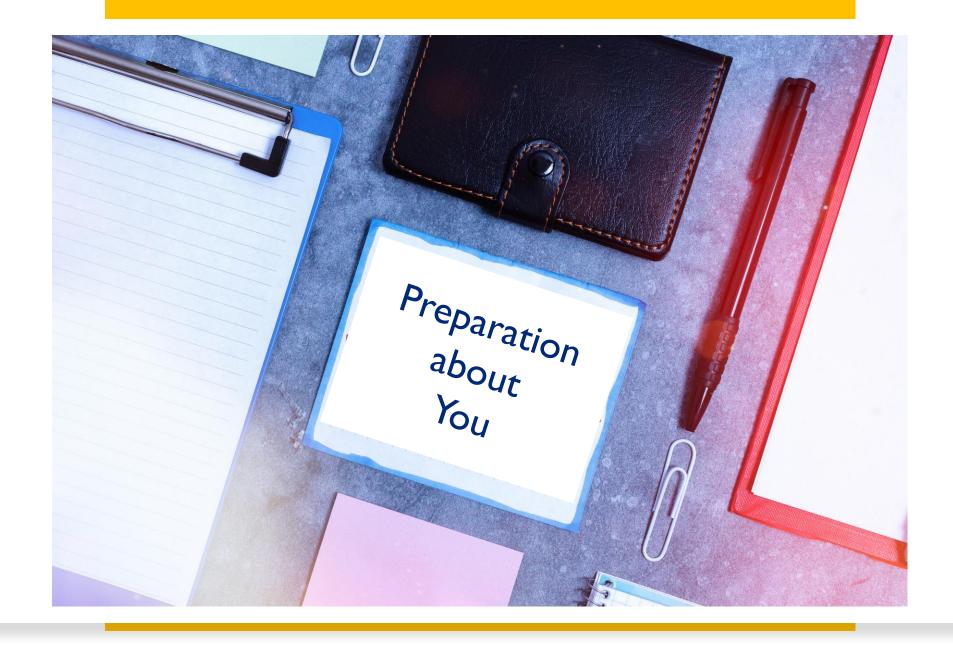




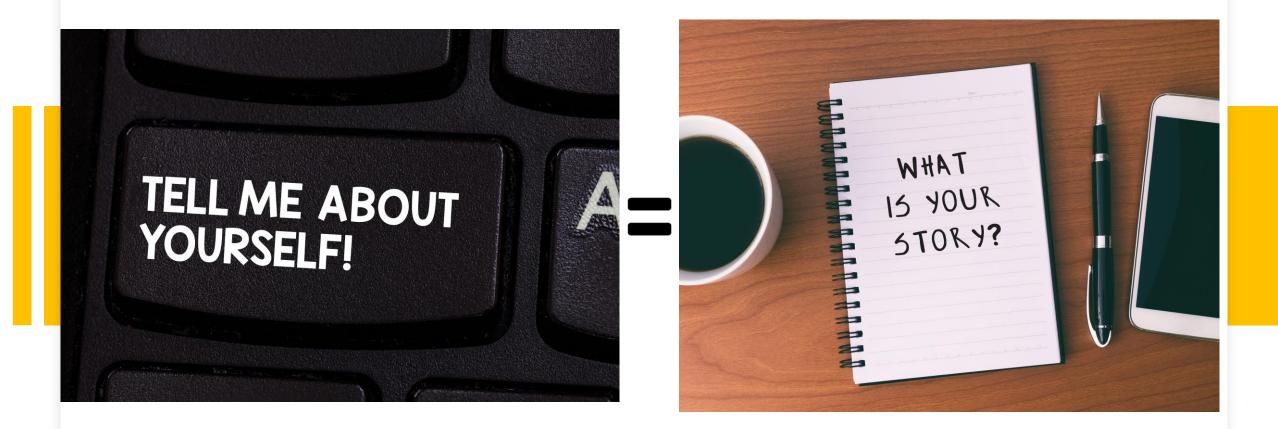
Prepare for Success No Matter the Interview Type











Introduce yourself in a meaningful way.





Preparation about the Company





What do they say about themselves? What does the press say about them?

- ✓ Successes
- ✓ Challenges
- ✓ Hiccups
- ✓ How can you add value?





The Phone Interview

Purpose of the Phone Interview for Recruiting / Hiring Firm and for You

Recruiting / Search / Hiring Firm:

- Screening call to find out more about you, in the case you are a new candidate.
- Be sure you have the right elements of skill, overall experience, traits and personality.

Yourself:

 To communicate your USP / Personal Brand through voice alone – using your CAR & CV /Resume to aid you.



The Video Interview

Purpose of the Video Interview for Recruiting / Hiring Firm and for You

Recruiting / Search / Hiring Firm:

- Can be a Screening Call to find out more about you, in the case you are a new candidate.
- Go into more detail about your experience and skills.
- See how you look & act "in person" before spending more time or money to bring you in.

Yourself:

- To communicate your USP / Personal Brand through voice and how you present yourself in person.
- Use your CAR & CV /Resume to answer behavioral and competency questions.



The Face-2-Face Interview

Purpose of the Face-2-Face Interview for the Hiring Firm and You

The Firm:

Brings you in to meet a number of people, is there a cultural / team fit?

- Meet with:
 - Hiring Manager
 - Other team members / management
 - Direct reports
 - May be required to conduct a presentation or a series of tasks



The Face-2-Face Interview

Purpose of the Face-2-Face Interview for the Hiring Firm and You

<u>You</u>:

- To answer questions, but also <u>ask</u> deeper questions than you perhaps asked in previous meetings
- Get a feel for the company culture, does it fit?
- Show your professionalism, as well as...
- Show your personal side
- Continually building trust with your potential new employer



The Panel Interview

Purpose of the Panel Interview for the Hiring Firm and You

The Firm:

Brings several+ people together:

- Each panel member brings a separate area of expertise and perspective to the table.
- Helps to increase the accuracy of accessing a candidates' technical, culture and DNA fit
- Eliminates personal bias



The Panel Interview

Purpose of the Panel Interview for the Hiring Firm and You

<u>You</u>:

- Explain in a group setting your experience, competencies and value-add as a leader
- Show how well you deal with a stressful situation or question
- Help them learn about you, the way you work; hard, soft, transferable skills, and personality,



The Final Interview

Purpose of the Final Selection Interview for the Hiring Firm & You

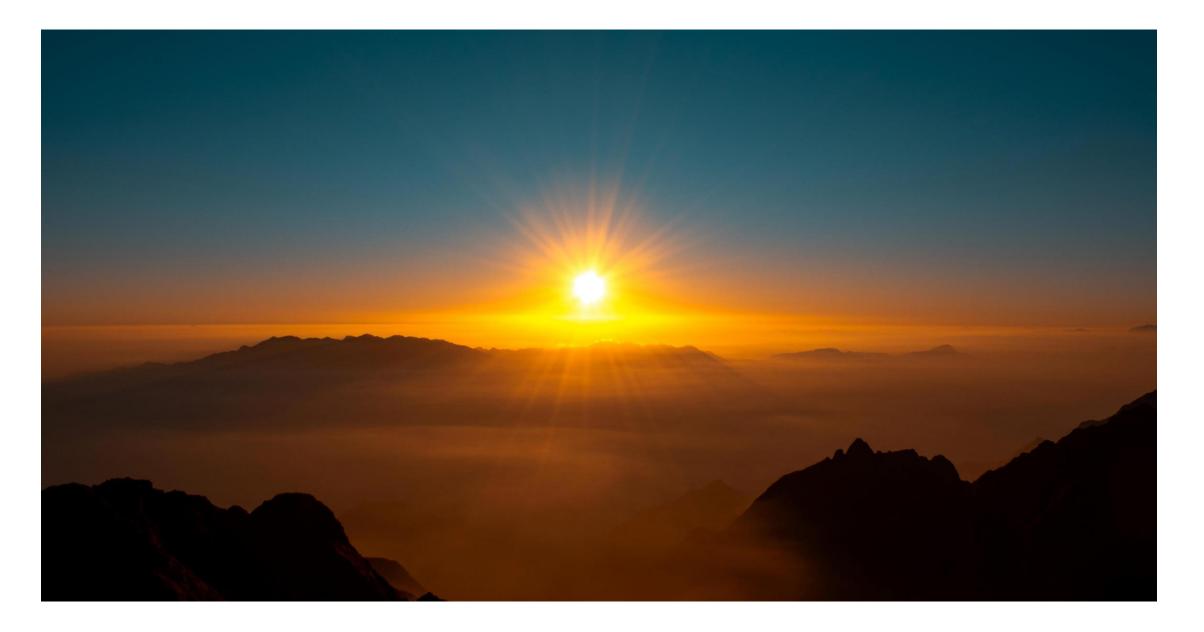
The Firm:

- The final decision-maker has a last one-on-one with you.
- Are you the right fit?
- This isn't about experience, it's about "can I work with you?"

<u>Yourself</u>:

- Address any last questions with confidence and rigor
- Receive the job offer





Location

MEETING IN PROGRESS PLEASE DO NOT DISTURB







Technology





Camera



(Please don't slouch like this guy!)



Success, Credibility, Trust, Likability

Materials



Resume / CV

Plain Paper & Pen

Glass of Water

Non-Verbal Communication

Optimal Webcam Set-up Eye Contact Smile and Nod Lean forward when Two clip appropriate lights on either side You want connection with your potential employer Credibility, charisma, intelligence

Voice

<u>Pitch</u>, not too high or too low

<u>Inflection / Tone</u>, - Monotone is not your friend

Pace, not too fast, not to slow

<u>Pauses</u>, good to use for affect, but not too often

<u>Volume</u>, not too loud, not too soft, unless using for affect



Yes, what you say is important, but <u>how</u> you say it is what gives what you say impact. LAAINTL





Part of success is

preparation on purpose.

Jim Rohn



Leigh Ann Arthur

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1. 150

Executive Interview Coaching

One Hour Interview Prep – 1 hour One-on-One via Zoom

Do you have an urgent need to practice for an upcoming interview? We can accommodate you at short notice.

Outcome: confidence to answer the typical executive-level interview questions

Interview Preparedness Counsel – Preparation time: 8 hours; Contact time: 3 hours One-on-One via Zoom

Outsmart your competition – the more you prepare, the better you will perform. The GatedTalent bespoke preparation plan will help you reflect on your experience in line with the competencies outlined in your target jobs. You are then matched with an experienced consultant in your time zone who will take you through preparation, visuals and interview practice via Zoom.

Outcomes: increased confidence, articulate your value, present your authentic self.

For more information, email <u>premium@gatedtalent.com</u> or visit <u>https://www.talentis.global/executive-interview-preparations/</u>

