

# 100 Interview Tips

**1. Do your research** - It is best that you know certain things about the company you are applying a job for. Researching about the company can also help you answer possible questions, since it would help you learn more about the nature of their business. Aside from that, if they ask you questions regarding their company and you are able to answer them properly, then it shows them that you are indeed interested in working for them.

**2. If this is not your first time to get interviewed, review your previous ones** - Whether you were successful in all your past interviews or not, it is best that you review them for your upcoming one. This is because you can learn valuable lessons from them. Aside from that, if you committed certain mistakes in your past interviews, then you can make sure not to make such mistakes again.

**3. Review the qualifications required by the company you are applying for** - When you are scheduled for a job interview, you need to check back on the qualifications that the company is looking for. This way, you would be able to compare it with your present experiences and your skills. On top of that, it would also help you focus more on your particular skills that would help you qualify more for the job you want.

**4. Get a haircut** - Getting a haircut would make anyone look smart, fresh, and presentable. However, it is best that you do it about 2 or 3 days in advance. This is to make sure that you no longer carry the smell of the salon. Additionally, even if you do look more presentable with it, you may need a couple of days to get adjusted to it, which is very important when it comes to being confident during the interview.

**5. Make sure to arrive early at the office where you are going to be interviewed** - It is always better to arrive early at the place you would be interviewed. This is to show your prospective employers that you are really interested with the job. Aside from that, it also shows them that you have good time management skills. If you are currently working, try to apply for a leave of absence to ensure that you have enough time to prepare and get to the venue.

**6. Do your usual morning routine early** - By taking your breakfast early or doing your usual routine earlier than usual, you would be providing yourself with extra time in preparing for the interview. It is best that you are not rushing to get to the interview.

With that, you are able to ensure that you are calm and collected when you get to the venue.

**7. Eat well but don't overdo it** - It is best that you eat well the day before your big job interview. This is to ensure that you will be supplying your body with the nutrients that it needs, so as to prevent any kind of stress. However, keep in mind not to overdo it, since overeating might disturb your system.

**8. Go to bed as early as possible** - Sleeping as early as possible would provide you enough rest for the upcoming interview. Make sure as well that you brush your teeth and wash your face prior to sleeping. By doing this, you can ensure that you would be able to sleep well and have enough energy for the next day.

**9. Set up your alarm** - To make sure that you wake up early for your job interview, it is best that you set up your alarm for it. Just make sure that you set it to wake you up twice, with a few minutes interval. With that you would be making sure that you would be able to start your day early, since the second alarm would definitely wake you up, if you happen to turn off the first one.

**10. Take a shower** - Taking a shower would ensure that you will feel refreshed for the interview. It would also help in making you look as presentable as possible. In addition, it would help in waking up every part of your body, in order to perform at your best for your job interview.

**11. Eat a healthy breakfast** - Job interviews, especially if it would take some time, can become draining. Thus, you need to have lots of energy to sustain yourself in answering all the questions that would be thrown at you. With a healthy breakfast, you can ensure that you would have enough energy to think of the best answers, even for the toughest questions.

**12. Avoid problem foods** - There are certain foods that may get your stomach upset. Some people are not used to eating lots of dairy foods, while others cannot tolerate foods that are spicy. Whatever the case may be, make sure to avoid foods that can upset your stomach, since it would just add more to your concerns.

**13. Brush your teeth** - Brushing your teeth would not just make it stronger or tougher. It would also ensure that you would be comfortable in talking in front of your interviewers. The last thing that you want to happen during the interview is to see strange reactions from your interviewers every time you talk. Thus, it is best to brush your teeth, so that your breath won't smell bad.

**14. Iron your clothes** - One of the best things to do to become more presentable is to iron your clothes. Make sure to do this a day before your interview, so that you won't be rushing things on the big day. Just iron them and hang them inside your closet, so that they would look the same the next day.

**15. Don't use sunglasses** - Although using sunglasses can help you drive in a sunny day, it may not be a good idea to use one when you are on your way for a job interview. This is because, it can leave marks around your eyes. Aside from that, you may accidentally bring it with you inside the venue, which will just become another thing that you need to watch over for.

**16. Don't forget to make use of a breath freshener** - Although brushing your teeth may already get things done as far as your fresh breath is concerned, it may still be best to use a breath freshener. This is because, you could go through a series of interviews, which can take half a day. With a breath freshener that lasts long, you would become more confident with it.

**17. Don't overdo your cologne or perfume** - Part of being presentable is to smell good. However, you should make sure that you won't overdo making use of your favorite perfume or cologne. This is because some brands may be too strong for certain persons. Aside from that, it may even trigger an allergic reaction to one of your interviewers.

**18. Be in business attire** - It is best that you do your research about the usual dress code of the company you are applying a work for. However, if you are unsure, it is best that you wear your best business attire. This is to ensure that you would be able to make a good impression, by looking as professional as possible.

**19. Polish your shoes** - You need to keep in mind that there may be certain types of interviewers who may look at you from head to foot, when you enter the office for the interview. Some do it as a technique to intimidate you, while others simply do it to check how you dress up. Thus, it is best to polish your shoes, so that the moment you enter the office, they would already be impressed by its cleanliness.

**20. Plan your route** - When you are on your way to the place for the interview, you don't want to get stuck in traffic and become late for it. Thus, it is best that you plan your route to the place, so that you can avoid any kind of traffic disturbances. You can do your research about this through the internet, or you can also go there a day or two before the interview, just to check on the best roads to take.

**21. Have someone watch over your kids** - If you have been used to watching over your kids, then you should hire someone to watch over them, at least for the time that you are going to have your job interview. However, it is best that you do it a day prior to it, so that you will have more time to prepare. Hire someone you can trust so that you would be at ease.

**22. Hide your bad habits** - You have to be selling yourself to the interviewer when you go through the interview. Thus, do not bring up certain negative experiences that you have gone through your life, such as your failing marks in high school, your tendency to

procrastinate, and such. If you discuss these things, it may lead the interviewer to focus more on them instead of your good qualities.

**23. Prepare introducing yourself** - In an interview, there is always going to be the usual introduction, in which you would be telling the interviewers about your name, age, school attended, and such. It is best that you prepare your own spiel for this. By doing that, you would be having a good start, which can be a factor that can determine your entire performance.

**24. Be flexible when it comes to scheduling for the interview, but avoid doing it after lunch** - If you are asked by the company's representative regarding the schedule for the interview, you should be open to any possible time. However, if given a choice, it is best to have the interview in the morning. This way, you and the human resources persons would be starting out fresh. In other words, you are all in good mood and still full of energy.

**25. Be prepared in the different types of interviews** - Keep in mind that there are different types of interviews being conducted these days. Aside from the usual face to face, some would be done through phone or video conferencing. Therefore, you need to be prepared by setting your mind about it, so that you won't get surprised and lose sight on what you want to achieve.

**26. Go to the restroom a few minutes before the interview** - Since you are given the exact time when your interview would start, then you would be able to have enough time to make sure that you are properly focused when it begins. One of the things that you can do about it is to go to the restroom 3 to 5 minutes before the interview. By doing that, you can check how you look, as well as make sure that your bladder is empty.

**27. Drink a glass of water prior to the interview** - Whether it is going to be the final or initial interview for your job application, you can be assured that in order to get the job you want, you have to properly answer the questions asked. In other words, there would be lots of talking in your part. Drinking a glass of water before the interview starts should help ensure that your throat won't get dried up while you are talking.

**28. Relax** - While you are waiting for your turn to get interviewed, you need to relax yourself. If you are nervous about introducing yourself, then practice it, so that you would gain more confidence. Aside from that, you should also sit back read your notes, and enjoy a conversation with a friend if you have the chance. It is best to be relaxed before it starts, so that you would be calmed and collected by the time you enter the room.

**29. Practice good posture** - Whether you are already inside the room for your interview or are still waiting for it, you should always observe proper posture. When you sit, or stand properly, you won't be putting too much pressure on certain parts of your body. Because of that, you would become more relaxed, and would be able to breathe

normally, which are very important things when it comes to performing well in interviews.

**30.Be confident** - Whatever kind of position you are applying for, you can be assured that your employer wants someone who is confident enough in handling himself. Thus, it is important that you are confident about yourself. When you are confident, people would be able to see it on the way you move and the way you talk.

**31.Be optimistic** - Keep in mind that one of the best things that you can do in order to boost your self-confidence in getting the job you want is to think positively. You should always tell yourself that you can do it. By doing that, you would eventually reach your subconscious mind, and it would provide you with more motivation and drive, in order to get the job that you have been dreaming for.

**32.Be courteous** - Always remind yourself to treat the persons who will interview you with courtesy and respect. You can show this by preventing yourself from interrupting them when they are talking. Aside from that, show them that they are the ones who are in control, by simply following their lead, for the whole duration of the interview.

**33.Make eye contact** - In order to show your interviewers that you are sincere and that you are giving honest answers to their questions, you should look at them in the eyes. Aside from that, making eye contact would also show that you are listening to them attentively; and, this is one of the traits that they are surely searching for, in whatever kind of job that you are applying for.

**34.Laugh politely** - There are times when an interviewer would crack some joke, in which it is actually fine to laugh. Although laughing can take away your nervousness, and it is also quite embarrassing for the interviewer if you do not laugh at his joke, overdoing it is a different story. It is best that you keep your laugh under control, so that you would still show them that you are indeed professional.

**35.If you should, compliment the company and not the interviewer** - Always remember that when it comes to getting the job you want, flattery may not get you to it. Therefore, if you are planning on complimenting the interviewer, then you should think again. However, it is actually a good idea to compliment the company, since employers like to hire people who actually like their company.

**36.Ask the right questions** - Although it is a good idea to ask questions, you should also pick those that are more appropriate. Aside from that, don't ask questions that are too obvious. Asking questions should be done in a professional manner, and it should appear that you are simply trying to supplement the knowledge you have regarding the business, which you have gained through research.

**37.Don't ask about drug testing or background checks** - Background checks as well as drug tests are often required by certain types of companies these days. In relation to

that, if you get hired, your employer would tell you about it. Thus, it is best not to ask questions regarding it. Asking the questions may even make the other person think that you don't want to go through drug testing and checks, which is not a good way to impress them.

**38. Don't ask about paid time off** - Asking questions should be limited to general information about the company. Thus, it is inappropriate to ask about time off or paid vacation leave. Aside from that, when you ask about it, your employer may rethink hiring you, since he may begin to doubt your work ethics. In addition, he may also think that, you haven't even began working yet, but you are already thinking about having a vacation.

**39. Don't try to ask questions just to prolong the interview** - Prolonging the interview would not get you anywhere. The interviewers would not make use of a timer or a stopwatch, in order to see how much time, you spent inside the room with them. Thus, asking questions to prolong it would not improve your chances in getting the job. Instead, just focus on more important questions to ask, to make a good impression.

**40. Never lie in your interview** - It is never a good idea to lie during the course of the interview. You should keep in mind that most interviewers are human resource personnel, in which they are most likely experts in psychology. Therefore, they would know how to look for signs, when someone is lying. Be honest, and if your honest answer puts you in a bad spot, always bring out the positive side in it.

**41. Practice selling yourself** - You should know how to sell yourself to your prospective employer. There may be a chance that you are not the most qualified candidate for the job; however, there is always a better way to present yourself to your interviewers, so that they would see that you are the best job applicant they have talked to for the week.

**42. Discuss your hobbies, but be careful in doing so** - There is a possibility that the interviewers would ask you about your hobbies. Even if you do have lots of hobbies, practice yourself in just discussing those that would not require much of your time. Because if you do discuss those that require time, your potential employer may think that you would not be able to provide your job with your full attention.

**43. Take advantage of the first few minutes in building your confidence** - Keep in mind that in most interviews, the first part of it would be the introduction, in which you would be telling them about yourself. It is best that you take advantage of it to build your confidence, by preparing for it. Anticipate certain introductory questions, so that you can prepare your answers for them.

**44. Do not forget to bring copies of your resume** - There are times when there would be more than one person who would interview you. Therefore, it is a good idea that you bring extra copies of your resume, so that you can hand it over to them. Interviewers would usually jot down notes on the applicant's resume; and, by making sure that each

one of them has a copy of yours, you are making their job easier, which may score you some points.

**45. It is best to turn off your phone** - It is always best to avoid possible distractions, while the interview is being conducted. One of the things that may distract you as well as the interviewers is the ringing sound of your phone. If you put it in vibration mode, when someone calls you, you could still get bothered by it; thus, it is best if you turn it off, so that you can focus on the ongoing interview.

**46. Prepare your references** - You can be assured that your potential employer would ask you for character references. Therefore, it is best that you indicate them in your resume. If not, then be prepared in writing their names and contact details on a piece of paper, when asked. Just make sure that you ask your friends' and colleagues' permission beforehand, so that they won't get surprised.

**47. Bring only things that are necessary** - When you go to the venue for your interview, you don't want to be bothered with too many things to take care of. Therefore, it is best that you bring only those things that you really need. Bring a pen, a notepad, and other things, which you may think that you really need, prior to entering the room for the interview.

**48. Practice your handshake** - At the start of the interview, there is a good chance that your interviewers would shake your hand, prior to asking you to sit down. Keep in mind that some of them do this just to welcome you, while others do it, since a handshake can tell someone a lot about a person. It is best to have a firm handshake, but not too hard, so that they can see that you are a confident person and someone whom they can rely on.

**49. Enhance your nonverbal skills** - Your nonverbal skills would include the way you position yourself, while the interviewers are asking you questions. Negative nonverbal skills would include slouching, looking at the ceiling, not maintaining eye contact, and such. To present yourself positively, you should maintain good posture, avoid doing certain hand movements, and look at your employers straight in the eyes.

**50. Listen to the interviewer attentively** - One of the things that you want to avoid during the interview is to have your interviewer repeat his questions. Thus, it is best that you listen to him attentively. By doing that, you would not just make sure that you can understand the questions properly, but it would also show that you're interested in getting the job.

**51. Prepare an answer about a question referring to your future** - When an interviewer asks you about where you would see yourself in 5 or so years, then he is trying to see if you are planning to have a short term or a long-term engagement with them. Thus, it is best to choose your answer wisely, since it can be the final question that can determine the outcome of the interview.

**52. Prepare an answer about a question that would tell them why they want to hire you** - This is the question that would give you the chance to tell them about how interested you are in working for them. Aside from that, you should also support your claim that you are the best candidate by mentioning some of your skills, which may help you perform at your best for the job you are applying for.

**53. Prepare an answer for a question regarding leaving your previous job** - When an interviewer checks your resume and sees that you are either about to leave your previous job or already left it months ago, then he would ask you a question about it. Provide a positive answer for it, such as career development. Don't provide any kind of negative comment about your previous company, since that is not a good idea.

**54. Prepare an answer for a question regarding what you have been doing ever since leaving the previous company** - If you have left your previous job prior to applying for this new job you are being interviewed for, then you should prepare a good answer, if you are asked about what you have been doing after leaving the previous job. Try to focus more about doing things to improve your marketability, such as developing certain skills, or improving your knowledge on certain things.

**55. Prepare an answer for a question regarding your strengths as well as weaknesses** - Interviewers in most cases would ask you about your strengths and weaknesses. When it comes to your strengths, focus more on the things that you are used to doing, in which you are able to develop your skills. For your weaknesses, it is best to focus more on how you were able to come up with ways in improving yourself, or overcoming your weaknesses.

**56. Prepare an answer for a question regarding whether you work better with a team or by yourself** - In answering a question like this, it is best to consider that employers are trying to see your motivation as an individual, as well as your potentials of becoming a leader. Thus, answer it with something that would tell them how you excelled in both types of working environments.

**57. Prepare for questions that would relate to your experience** - When your potential employers ask you about your past experiences, it is best to consider the type of job that you are applying for in answering it. By doing that, you can provide them with answers, which will show them that you have gone through certain tasks, which can help you in doing your job well if you work in their company. Thus, focus more on your experiences that are related to the job you want to have.

**58. Prepare to tell them instances when you went beyond your call of duty** - Interviewers are in constant search for workers who would go an extra mile in either serving the company, or its customers. Therefore, it is best to prepare telling a short story, which would show them how you go beyond the expectations of your employers or customers, so that they can also expect that from you if ever they decide to give you a try.

**59. Elaborate your answers but don't overdo it** - When you provide your answers to each of the questions, you should try to elaborate it, so that they would see a better picture of what you are trying to tell them. However, it is not wise to overdo it, since it can consume too much time. Aside from that, it may also lead them to think that you are trying to exaggerate things.

**60. Don't forget to practice answering questions of interviewers** - A day or two prior to the interview, it is best to think about all the possible questions that interviewers would ask you. Try to come up with your answers to these questions, and say it out loud. It is even better if you look at yourself in the mirror in doing this, so that you would be able to see your facial expression, and make adjustments if necessary.

**61. Come up with your own questions** - Keep in mind that employers want to hire people who are interested in their company. Thus, it is best that you come up with your own questions that you want to ask during the interview. However, you should think about these questions prior to the interview, so that you would be able to come up with professional and appropriate ones.

**62. Prepare probing questions** - Probing questions would show that you are not just asking questions, just for the sake of asking them. It would show your potential employers, that you are indeed trying to get certain facts in order to satisfy your curiosity. Aside from that, it would also show that that you are indeed interested about their company.

**63. Make available an email address where they can contact you** - In these modern times, there is a possibility that your potential employer may want to contact you through email after the interview. Thus, it is best to provide them with one. However, you should also ensure that it comes from a reputable site, so that they won't hesitate sending you a message.

**64. Be friendly to all persons you come across with** - When you are waiting for your turn to get interviewed, you would be coming across a number of persons. It is best to treat them with respect and courtesy. Although in most cases, many of the people you would meet are also employment candidates, there is also a chance that you would rub shoulders with your interviewers.

**65. If a company literature is available, read it** - When you arrive early at the venue for the interview, the receptionist would most likely ask you to take a sit, and wait for a few minutes. If you chance upon a company literature, don't hesitate in reading it. Doing that would provide you more idea about the company, which could also help you in answering their questions related to it.

**66. Be a professional in introducing yourself** - Begin the interview by presenting yourself professionally. This would mean that you need to practice talking in a professional tone. Aside from that, you should answer their questions in the

same way; and, don't ask personal questions or bring up personal issues. Presenting yourself professionally would also help you in building your confidence.

**67. Take note of important things that might come out during the interview** - There are lots of things that might come out during the interview. Aside from your experiences, skills, or talents, things like your relationship with your previous colleagues, may also come out. Thus, it is always best to be prepared so that you won't feel lost when they begin asking you questions.

**68. Breathe deeply** - Nervousness usually attacks a person just before the interview starts or upon introducing himself. Thus, it is best that you take a deep breath, just before uttering the first word. Breathing deeply would calm your nerves, which can effectively take away your nervousness. This is very important, since you need to be calmed and collected, in order to be comfortable in talking with your interviewers.

**69. Don't be afraid in asking the interviewer to repeat his question** - Although you may be shy in asking your interviewer to repeat a question, it is still better to ask him to do it, instead of risking giving out an answer that is out of topic. However, you should try to listen as attentively as possible, so that you won't keep asking him to repeat himself.

**70. Let the interviewer offer you the seat** - After entering the room, you would probably see a seat where, employment candidates are going to be situated to be interviewed. However, it is best that you wait for the interviewer to offer you the seat, before taking it. By doing that, you would show them how polite you are. When the seat is offered, don't forget to thank them.

**71. Be yourself** - If you believe that you are indeed the person who should take the job, then you should be yourself when you go through the interview. Let them get a glance of your positive personality, as you answer questions by your interviewers. By doing this, you would be providing them with an impression that you are not hiding anything.

**72. Don't forget to review your resume before the interview** - When potential employers ask you questions, some of these queries would be related to the facts that they are able to read from your resume. Therefore, you should review your resume prior to going through the interview, so that you would be prepared in answering questions related to them.

**73. Rephrase the question if you are not able to understand it perfectly** - There may be times when, even if the interviewer clearly stated the question, you are not confident that you understand it properly. To make sure that you did, you should reword the question, to confirm if it is what the interviewer is asking about. Doing this would not just ensure that you understand it perfectly, but it can also help you provide the right answers.

**74. Let the interviewer stay in control** - Even if you have become quite comfortable in discussing things with your interviewer, it is still best that you let him stay in control. This would show that you respect him, and you simply want to follow his lead in conducting the interview. When you do this, you would be able to encourage a more positive atmosphere between you and the interviewer.

**75. Be enthusiastic in providing your answers** - When interviewers ask you a bunch of questions, you should show them that you are interested in providing them the answers. By doing this, it would give them the impression that you are an open book, which they can always acquire important answers from. Thus, it would show them that you are also someone they can rely on.

**76. Do not interrupt** - There may be times when you still have a lot of things that you want to say regarding a question they asked. However, you should not be carried away with it, and interrupt your interviewers. Interrupting them would show disrespect, which is not a good thing to do if you want to get the job that you are applying for.

**77. If you want to highlight certain strengths, make sure it would coincide with the position you are applying for** - There may be times when you want to emphasize on your strengths, in the effort of impressing the interviewers to get the job. However, you need to make sure that the strengths you are focusing on are related to the position you want. This way, you can assure them that your skills can help you perform at your best with the job you want.

**78. Salary expectations** - One of the most common questions that may be asked by an employer is your salary expectations. Thus, you should come up with a figure just before the interview. For the amount you want, try to estimate how much they are paying for the position you are applying for. If you are currently employed though, try to make it higher than what you are earning, but don't overdo it.

**79. Be prepared in saying something better, if a question comes up, in which you don't know the answer to** - Just in case a question comes up, which you don't know the answer to, try to still make a positive impression, by admitting that you don't know it, but you are positive that they would provide you training for it. In most cases though, such questions may be technical in nature; thus, it is best that you are qualified for the position you are applying for.

**80. Be prepared in saying something, if they tell you that there is a part in the job, which you do not have any experiences with** - This can happen if they check your resume and they see nothing in it that may be related to some tasks, which are involved in the kind of job that you are aiming for. In this case, you should assure them that you are looking forward to developing more skills, which is one of the reasons you want the job. Aside from that, if you can think of an experience that you have gone through that is related to it, then you should mention it.

**81. Don't talk too fast** - Aside from making sure that you understand the questions perfectly, you should also ensure that your interviewers understand everything you are saying. Therefore, you should be conscious in pacing yourself when you give out your answers. Talk in a slower manner, so that you can properly construct your sentences, and explain things clearly.

**82. Ask for water if you need one** - At the middle part of the interview, if you have already discussed a lot of things, then there would be a possibility that your throat may become dry. If you experience it, you should not hesitate in asking for a glass of water. This would ensure that you can go on with the interview, and be able to answer questions, without minding your throat.

**83. Don't assume that interviewers are very familiar with certain acronyms** - Even if you are applying for a technical position, you should keep in mind that there is a possibility that your interviewers are not familiar with some technical terms. Thus, it is best that you make use of simpler words, so that they won't have to keep on asking you to explain things further.

**84. Don't say anything negative regarding your previous employers** - Whether you are currently employed or you have left your previous job a few months ago, you should not mention anything negative about the previous company you worked for. Be honest as you can, but always stay positive. Keep in mind that they could also become your previous employers if they hire you.

**85. Discuss your hobbies if you want to, but don't overdo it** - Interviews usually go through certain steps in the part of the employers. At the starting point, they may ask you about personal things, such as your hobbies. In answering a question related to that, you should make it brief, since they are just checking how normal you are living your life.

**86. Make sure to let your interviewers know that you really are interested in the job you are applying for** - There are instances when a person does not get hired, even if he answered the questions as perfectly as possible. A possible reason behind this is that, he was not able to provide an impression that he is really interested in the job. Thus, you should make that as a part in selling yourself to the company, so that you can get the job.

**87. Don't forget to smile** - Whether you are still at the lobby and waiting for the interviewers to call you, or you are already with them, you should not forget to smile. Smiling would not just encourage a positive atmosphere, but it can also make you feel better about yourself. Aside from that, since smiling is contagious, they could see you as someone who could encourage other employees to smile while they are working as well.

**88.Thank the interviewers** - Don't forget to thank the interviewers as the interview is coming to its conclusion. This would show them your appreciation in giving you a chance in getting the job that they are offering. Aside from that, it would also come out that you are indeed a person who practices professionalism.

**89.Shake the hands of the interviewers if possible** - Aside from thanking your potential employers for the time they spent in checking your qualifications, you should also shake their hands, before leaving the place. This is also a gesture that would show your professionalism. On top of that, if you were not able to shake their hands at the beginning part of the interview, then this is the time to make a good impression in it.

**90.Keep in mind that they also have a schedule they need to follow** - You would know if it is already the final steps of the interview, since in most cases, your interviewers would already put down their pens and your resume. Thus, you should not prolong the interview by telling them about something, or asking more questions. Keep in mind that they also need to follow their schedules.

**91.Tell your potential employers that you are looking forward hearing from them** - By telling them that you are looking forward getting in contact with them again, you are reiterating that you are indeed very interested in getting the job. If you are among the candidates they are seriously considering for the position, then showing them your interest may eventually seal the deal.

**92.Ask the interviewers for their contact details if possible** - Before you leave the office after the interview, try to ask your potential employers for their contact details. This would provide you a way to contact them to know about how you did on the interview, a day to a few days after the interview.

**93.Assess the outcome of your interview** - After the interview, try to assess the outcome of it, so that you would be able to have your own prediction about getting the job or not. It would also give you a better way of deciding, whether you want to keep on looking for other opportunities that are available or not.

**94.Try to identify things that you could improve on for the next interview** - No matter how much you have prepared for the interview, there is always room for improvement. Thus, it is best that you identify the things that you could make some improvements on it, so that you would have better performance the next time. Keep in mind that the next time could also be your final interview with the same company.

**95.Note down the questions that you were not very prepared for** - In an interview, in most cases, the questions that you would definitely remember later on, are those that you were not able to provide answers, which you were very satisfied about. Take note of them, so that you would come up with better answers to them, and be ready the next time.

**96. Think positively** - Even if your assessment tells you that you are not going to land on the job you want, you should still think positively about it. Thinking positively should also be done prior to the interview, so that you would be confident enough in going through it. Believe in yourself, so that your interviewers would see you as the employee that they are looking for.

**97. Contact one of the interviewers the next day** - To get a better idea regarding your performance in the interview, it is a good idea to contact one of the interviewers the next day. However, you should make sure that this is a practice that is acceptable to them. Aside from that, if they can't provide you a clear answer yet, don't force them to, since it may annoy them.

**98. Keep your phone beside you all the time** - After the interview, make it a point to place your mobile phone beside you for most of the time. Although in most cases, you would be called up by your employers a day after the interview, it is still best to keep your phone near you, since there may be certain things that they need from you, in addition to their requirements.

**99. Contact the people you have indicated as references** - Do not forget to tell your colleagues, your friends, or your previous employers that you have indicated them as character references. This is to prepare them in possibly receiving a call from your potential employer. Aside from that, it would also give you a chance to remind them to tell your new employer about positive things about you.

**100. Be prepared for an offer** - When you feel that you are getting the job, then you should prepare yourself for a possible job offer. Thus, you should try to anticipate the kind of compensation that they could offer to you, and decide on the things that could make you decline the offer or accept it. Keep in mind that there is a big possibility that what you indicated as your salary expectation could be the same as the offer.

**101. Assess their offer as properly as possible** - If a job offer takes place, in most cases, you would be at the office of your potential employer to sign on a contract if you decide to accept it. Before you make up your mind though, make sure to assess the offer by considering the compensation, benefits, and other things, so that you can make a sound decision about it.

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