

# Online job interview

## Tips for an online job interview

Companies are increasingly holding job interviews via online platforms such as Skype, Google Meet, Microsoft Teams, etc.

Here are some tips so that you can best prepare for an online job interview.

### Before the interview

- Prepare as you would for any other interview. In principle, the only difference between this interview and a physical one is that you meet online. Therefore, you should spend time preparing your answers to the classic questions, such as why you are applying for the job or the internship, what can you offer, what are your strengths and weaknesses, etc.
- Also remember to research the company and read the job announcement thoroughly. Think about whether you have any good questions about the company or the tasks for the internship or job.
- Practice giving a short presentation of yourself that only lasts a few minutes - try saying it out loud for yourself

### Consider where you should sit during the interview

- It is important that you have a good internet or telephone connection so that there is no unnecessary disruption during the interview. Choose a friendly and calm background where there are no disturbing elements, such as noise from other people, babies, dogs etc during the interview.
- Also consider whether your sitting position makes you look professional. For example, it is better to sit upright at a table than lean back on a couch or armchair.
- Think about your clothing and dress as you would for a normal job interview.

### Look into the camera

- When you are at a physical job interview, it's important to have eye contact with the interviewer. You can also do this in an online interview if you look into the camera when you are talking, this will give the interviewer an impression that you have eye contact.

## Don't interrupt

- In online interviews, it's often difficult to know when to comment or answer a question when you are not in the same room as the interviewer. Listen carefully to the interviewer and have a short break before speaking to avoid interrupting.

## Take notes and have your CV ready

- Have a notepad close to you so that you can write down important information so that you don't forget it
- Also, have your CV close so that you seem prepared and can quickly see what the interviewer might be referring to during the interview.

Good luck with your interview 😊