

Interview Skills

Course Description:

Whether you are going for a new job, a promotion or even have to interview for a job you already have by attending this course you'll ensure that you have the best chance possible of getting the best job that you are qualified to perform

There will be lots of opportunities for Interview Practice, which will give you enthusiasm, energy, clarity, and above all confidence to give the best possible interview.

Course Objectives:

By the end of the course, you will have:

- Learned techniques to help control interview nerves
- Discovered how to use your voice to convey a confident & engaging style
- Discovered key preparation techniques to help you perform to your strengths
- Practised delivering convincing answers to your interview questions

Course Content:

Preparing for interviews

- Dealing with nerves
- The practical details in conducting a virtual interview
- Making your research count
- Anticipating key questions and suitable answers, and creating your own Q&A bank

Dealing with interviews

- Creating a positive first impression

- What to wear, seriously!
- Using the voice to convey a clear and confident style
- Getting to grips with interview questions, including how to tackle the "tell me about yourself" question
- Structuring clear and effective responses to typical questions
- Brilliant questions to ask the interviewer

Handling different types of interview

- Giving presentations
- Tests and exercises
- Leaving a positive impression

Audience: This course is suitable for everyone

Prerequisites: None

Course Duration: 1 Day

Please contact us for any further information <mailto:info@inspiringways.com>