

INTERVIEWS: KNOCKOUT FACTORS

When participating in an interview, there are some boo-boos that can be made. Here are some common mistakes that “knock” you out of the race.

- Being unprepared for the interview. In other words, no research has been conducted on the employer
- Inability to express self and ideas clearly; poor communication skills
- Failure to provide examples to back up skills and experiences. Did not market self well in the interview
- Use of clichés or providing ambiguous, general answers
- Poorly defined career goals; little or no sense of direction
- Lack of enthusiasm and energy
- Unprofessional or inappropriate dress
- No real interest in the employer
- Asking too few or poor questions about the job or employer
- Poor match for position and organization
- Unhappy personality; dislike of former jobs, supervisor, school, teachers, and/or activities
- Excuse making during the interview
- Primary interest in salary or benefits
- Unrealistic expectations of the job responsibilities or salary
- Lack of confidence or poise- failure to look interviewer in the eye; weak handshake
- Talking too much

Interview for Success, Career Development Center, Arcadia University, Glenside, Pennsylvania.
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