Interviews: What Not To Do

Now that you know what to do in an interview, here’s what NOT to do.

Simply put:

Knowing interview no-no’s is almost as important as knowing what to do:

- Send the right message with your e-mail address, outgoing message, and online content.
- Don’t be late and don’t leave your cell phone on.
- Always be prepared and dress properly.
- Don’t talk too much, lie, or come off as rude.
- Speak positively about yourself and others.
- Be aware of your body language and tone of voice.
- Understand and answer all questions. Also, ask intelligent questions.
- Always thank the interviewer at the end of the interview and again within 48 hours.

Never lie. Period.

Post-interview no-no’s.

Don’t forget to give thanks. Thank the interviewer for his/her time at the end of the interview, just like in the beginning. Ask about what the next step should be. Send a “thank you” either in a prompt e-mail or in writing within 48 hours. It’s common courtesy and shows your interest in the position.

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