**Interview Techniques**

**Research the Job, the field, and Organization**

* Go beyond the website. It is important to expand your knowledge and communicate that in the interview.
* Conduct informational interviews with people in the field and learn more about the field.
* Never stop learning.
* Know the job description inside and outside. Understand what the job entails and how you can communicate that in the interview.

**Practice, Practice, and Practice**

* Be mentally prepared for how many interviewers there maybe. If the interview had a panel of 5, but in your mind you were thinking there were 1-2, this could make you nervous during the interview.
* Do practice interviews and be prepared. Especially if you are not comfortable or easily get nervous.
* Use free services through Employment & Training at Caldwell First Nation that can help you with cover letters, resumes, interviewing, and job search.
* Read and research interview questions online. It is easy to find many types of interview questions.
* Be confident and have a positive attitude about yourself.

**Dress for the Job**

* Whether your interview is on Zoom or in person, dress for the job.

**The Interview**

* Show up at least 15 minutes early for the interview.
* Maintain good eye contact and posture.
* Listen to the questions clearly.
* Ask to repeat a question if necessary, especially if it is a long question. But do not ask too many times.
* Remember the names of the interviewers and thank them for their time and say their names.
* Be confident and have a positive attitude about yourself.
* It never hurts to prepare a portfolio even if you are not asked.
* Prepare good questions for the end of the interview. Preparing good questions shows you are interested in the position.