Interview Advice Transcript

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Hi my name is Michelle Nelson and I am a professional recruiter. I have been working in recruiting in the industries of healthcare, insurance, sales, financial services and business for over 20 years.

When you walk in to an interview, make sure you look the person in the eye, shake their hand, and introduce yourself using your name. Also, ask how they are doing today. When you interview, you should definitely dress the part. If you're interviewing for a mechanic position or if you are interviewing at Target, you can definitely wear khakis and polo shirt because that's what they would be seeing you wear in that workplace.

If you're interviewing for something more office like you should definitely dress the part and have a nice pants, a dress shirt or a tie. If you don't wear those to work every day, or if you may not have it I would definitely bring some in your car.

What if they say, tell me about yourself? What I would recommend that you talk about is to keep it work focused. You want to talk about your work ethic. Talk about what you've done in the past and what you're passionate about. What are you good at? Mention office skills or security skills. If you're going for a security interview they're going to want to know that you've been to work for the last 25 years every day. They can train for skill they can't train for work ethic. So definitely keep it work focused not how many kids you have or who your wife is. Keep it very work related.

Three things I recommend for an interview:

1. be on time
2. bring the right attitude
3. three dress appropriately