Notes from Video Interviewing session with Jamie Bernard 11-11-20

Have a good internet connection & charge

* Ethernet Cable can be plugged into your modem for more secure internet connection
* Make sure you plug in your laptop, so you do not lose charge

Test your room

* Test audio and video with a friend
* Test your image and make sure your webcam is good.

Get rid of distractions

* Close all your browsers and apps so you do not have annoying beeps and sounds.
* Log out of email.
* Turn off your tv.
* Put your phone on airplane mode.

Make sure you have good posture, are dressed nicely, and a nice background.

* Have a clean, well-lit area. Natural lighting is best. A ring light can be helpful for you.
* Remove clutter and mess from the room.
* Don’t interview in your bedroom, bathroom or car. The interviewer should view you as professional as possible.
* Avoid food, family photos, pets, cell phones. You want the interviewer to focus on you alone.
* Virtual backgrounds are okay but make sure you come through clearly and they are professional.
* Drinks are fine. Just make sure it has a lid or cap so you don’t knock it over during the interview.

Attire

* Wear pants! Your outfit should be nice, neat and not too revealing.
* Wrinkled clothes are not professional.
* Neutral, monochromatic colors are best. Steer clear of bright, flashy colors.
* Don’t pick clothes that wash you out. All black attire usually does not work on video.
* Study the company’s culture so you can mirror that.
* Make sure your colors go well with your background.
* Don’t wear clothes that would make you fidget. Be comfortable.
* Avoid polka dots, houndstooth. Busy patterns can appear to be moving in an online session.
* Hair should be polished, not messy. Make sure your hair won’t bother you or make you fidget. Choose a style that will not bother you or take attention away from the interviewer.
* Accessories should not be distracting. Do not wear anything that would make extra noise. Make sure your glasses are clean.
* Makeup and beards should be professional, neat and polished.

Resume

* Resumes should be updated and focus on the last 10 years. Put previous work (older than 10 years) in a summary box. Remove dated information.
* Print out your resume and have it next to you for reference. It’s okay to refer back to it during the interview.
* Read the job description and qualifications
* Review some behavioral based questions and think about how you would answer these.
* Sell yourself. Think about your top three strengths. Think about why you would be good for the job.
* Be clear, concise and to the point. Don’t add “um’s”.
* It’s okay to ask the interviewer to repeat the question.
* Don’t print out your references and read them verbatim. I cannot tell much about who you are by reading answers.
* Have some questions ready for the interviewer. Let them know you have researched the company and you are aware of projects going on.
	+ What is a typical day in this role?
	+ Will I be working along or in a team?
	+ How often does a position like this become vacant?
	+ What about longevity? Is there a career path for me?

Extra tip: Contact the recruiter (interview scheduler) if you need contact information to send follow-up emails or would like to ask questions about salary. These questions may feel awkward during the interview but can easily be asked afterwards.