

## Preparation before the interview

- Inform yourself in detail about the company.
- Who is the person that will interview you?
- What kind of dress code is suitable?
- You need to know your cv by heart.
- Have the elevator pitch ready - why should the company hire you?
- Personality - strengths.
- Success and less successful projects.
- Facts and figures around your most successful projects.
- Be aware of your body language.
- Show interest - make notes.
- Prepare questions - ask questions.
- Organisation things around the interview - Where, with whom, when, what room?
- Be yourself!
- What happens after the interview?
- Thank you email and follow-up.