

# JOB INTERVIEW TIPS

## FOR TEENS



### 1 Prepare

Familiarize yourself with the company's history. Look at the company's website and come up with a few questions to ask your interviewer so it isn't a one-sided conversation.

### 2 Arrive on time

First impressions matter! Practice your route the day before the interview. This will help you determine the best time to leave on the day of the interview. Get to your interview 15 minutes early. When in doubt, leave a little earlier.

### 3 Practice interview questions

Employers use your interview answers to gauge how successful you would be at the job. Start practicing a week before your interview and have a few answers prepared.

### 4 Dress appropriately

Wear business casual attire such as khakis and a nice, collared shirt, or a tailored top and knee-length skirt. A good rule of thumb is "when in doubt, cover up." If you wear makeup, it should be subtle and natural looking—no neon green lipstick!

### 5 Watch your body language

Everybody gets nervous in job interviews. The key is to not show it. Sit still during the job interview. Sit up straight, maintain eye contact and have a firm handshake. Even if you feel like a nervous wreck, you want to look calm and professional.



# COMMON QUESTIONS

Here are some common questions you may encounter as an interviewee:

## **“Why should I hire and train you?”**

Why are you the best choice out of all the applicants? This can be a hard question to answer, but it's your chance to sell yourself and make a great impression. Emphasize your enthusiasm for learning and willingness to work hard.

## **“Tell me a little about yourself.”**

Employers ask this to get a sense of your skills, interests and experience. They aren't asking about your pets or taste in music. Use this question to talk about your plans for the present and the future. Keep your answer brief and relevant to the job to make a good impression.

## **“Why do you want to work for us?”**

Here is where you can mention something you learned about the company while you were researching them online. This is also a chance to explain why you are a good fit for the job. Answer the question to emphasize the talents that you could bring to the team and to highlight something about this employer that makes you want to work there.

## **You've got this.**

The best advice we can give you is to take a deep breath. Staying calm and preparing ahead of time will make you stand out and shine. And just because you're prepared doesn't mean you shouldn't be yourself! Job interviews are your chance to show employers what it would be like working with you. Show your real self so they can hire the real you. *You got this!*

