



Interview preparation tips

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Tip 1:

Research employers:

Researching a company properly helps you **understand what they do**, whether they're a good fit for you and how to approach them professionally. Visit **their website** to learn what they do. Check their social media pages and look for relevant information to the role you're applying for. Explore how they position themselves within their industry. Consider **how your interests relate to their work**. Understand what it is about them that makes you want to apply for the role and prepare that for the next step.

Tip 2:

Contact employers:

Professional contact makes a strong first impression and **increases your chances of success**. Before the interview you could send an email formatted in similar way as to this example:

Subject: "Work experience request – [Your name]"

Greeting: Polite and professional.

Introduction: Who you are (name, school, age).

Reason: Why you're interested in their company.

Request: Ask about the role you're applying for.

Closing: Thank them and provide relevant contact info.



Tip 3:

How to make a good impression?

Making a positive first impression **sets the tone for the interview**, and potential role with them. To show employers you're responsible be enthusiastic, and ready to learn. A great first impression comes from being on time, polite, interested and engaged. Employers **notice your attitude more than your experience** – so show them you're ready to give your best.

Tip 4:

Stand out positively by:

- Showing enthusiasm and willingness to try tasks
- Being **calm and confident**
- Asking useful questions about the role
- Smiling and making natural eye contact
- Thanking staff for their support

Tip 5:

Remember!

- Be prepared
- Make a good first impression
- Stay safe
- Show professionalism
- Try your best
- Reflect afterwards

