

Name: _____ Date: _____

Interview Do's and Dont's

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| 1. Prepare in advance for your interview | A. Yes or No |
| 2. Show a positive attitude during the interview | B. Yes or No |
| 3. Wear lots of jewelry, perfume or cologne | C. Yes or No |
| 4. Shake hands, smile and make eye contact | D. Yes or No |
| 5. Breath loudly and be relaxed | E. Yes or No |
| 6. Offer chewing gum to person interviewing you | F. Yes or No |
| 7. Complain about a prior job, boss or co-worker | G. Yes or No |
| 8. Shake with sweaty hands, smile and make eye contact | H. Yes or No |
| 9. Fidget with pens, clothes or hair | I. Yes or No |
| 10. learn about the company | J. Yes or No |
| 11. know your strengths | K. Yes or No |
| 12. Respond to questions with specific questions | L. Yes or No |
| 13. After the interview, send a thank you email to the interviewer | M. Yes or No |
| 14. Turn off your phone | N. Yes or No |