



# 10 mistakes in INTERVIEW



# Greetings!

Thanks for being a part of our session.

We at Dezinecareers bring together mentors with decades of experience in softskill, leadership, graphics, design and digital learning.

We offer smart and short modules which are a product of my experience in working in Asia, Europe and South East Asia for a decade. They're offered online and offline.

To know more please visit us at **dezinecareers.com** or call

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**Communication and Design Expert**



Making you market ready





**What do You think?**





Before we start looking at the mistakes to avoid, let's take a step back and ask....

**A.** You present yourself to the interviewer.

**B.** You act as the perfect candidate

**C.** You play the role that the **PROFILE** demands







**C it is!!!** Understand the PROFILE that you have applied for and show them that you fit the ROLE perfectly.

## CONTEXT OF GIVING INTERVIEW

✗ Why give interview?

For the job... general for all!

✓ Who is giving interview

**Present** your self ONLY as **per the ROLE** the job seeks. Leave the rest

**Dezinecareers TIP.**

Remember.the Role changes in every interview.



Source:s3.amazonaws.com

Understand the **PROFILE** that you have applied for and show them that you fit the **ROLE** perfectly.





Let's see the **mistakes** candidates  
generally make.....





"Thanks for coming in, but we're looking for less of a sales manager, and more of a leader of the pack."



# MISTAKE : 1

## “LACK OF PREPARATION”

Interview is not about you. It's about the profile the organisation seeks for their project.

It's a two way communication.



*Research well about the organisation, profile and interviewer.*



Do you **know** who is going to  
Interview you **beforehand**?

Do you **look/ connect** with the  
employer **over LinkedIn** before  
interview?

Do you **know the project** for  
which they need to hire?

**Background check** of the job  
profile?

If  
she/he **not**  
**LinkedIn** then  
reconsider the  
job!!!!









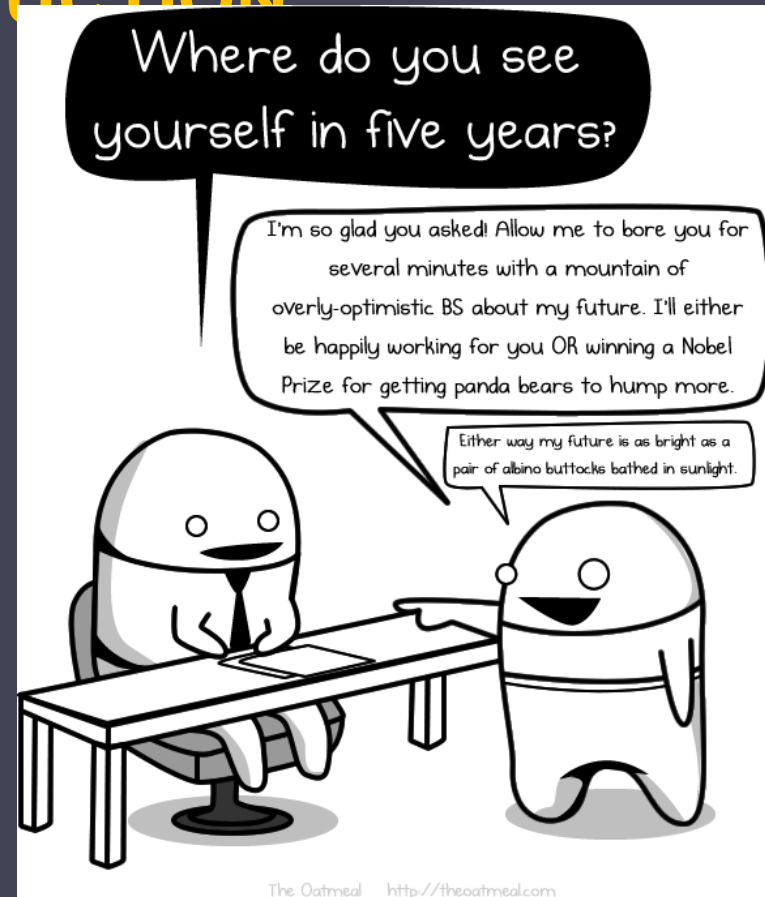
# MISTAKE : 2

## “UNIMPRESSIVE INTRODUCTION”

Showcase how your Skills,  
Accomplishments can benefit the  
organisation as a whole.

❌ **Do Not answer in General terms \*(No Life Story or Irrelevant Information)\***

❌ **Focus on \*Skills, Accomplishments and Relevant Experiences**







## While sitting in Interview, where should you sit?

- A. At font of Interviewer?
- B. Leaving one seat at front?
- C. Tilting chair towards him?

✗ A It's  
defensive.

✓ B and C is  
aligned posture



Like the chat shows..people **sit with  
body aligned to connect** not face to  
face





# MISTAKE : 3

## “DEFENSIVE BODY POSTURE”



- ✓
- ✓ Have an open body posture.
- ✓ Sit with a bit of tilt on the side. Don't sit in parallel to the interviewer.
- Adequate gap between your chair and the table.









# MISTAKE : 4

## “BAGGAGE IN INTERVIEW”



**✗** Don't go with things in hand.

It's like you are HIDING HOLDING BACK some part of you. Means you are NOT TRUSTWORTHY



**✓** **Talk with your hands.** Keep mobile phones, pens, keys, notepads etc. in the bag.

Means you open, your are TRUSTWORTHY



Is this formal  
dress?





**✗ No**  
check shirts,  
folded shirt is  
not formal





# AVOID DISTRACTING ATTIRE



# AVOID DISTRACTING ATTIRE







# MISTAKE : 5

## “DRESSING IN DISTRACTIONS”

Dress in Formal Clothes

- ✗ No check shirts, No black
- ✗ No wide stripes
- ✗ No glittery work on Suits/Shirts
- ✗ No excess jewellery
- ✓ Pastel colours like Light blue, Light yellow, Green works well
- ✓ Dress according to the job profile for which you have Applied
- ✓ Simplicity always wins hearts.
- ✓ Dress Simple but Impressive.

# Keep the Do's & Don'ts in mind while preparing for the interview

## Interview outfits

### DO

#### Business casual

This interview look would be appropriate for these industries: IT, tourism, teaching, entry-level government positions, environmental engineering, architecture, construction, health-care, sales, advertising, social media, public relations, and retail.

Detail adds interest but doesn't distract.

Sweater and pants fit well.

Conservative, yet polished.

Hair is appropriate length for her.

#### Business professional

This more formal interview look works for these industries: healthcare, management and sales, nonprofit administration, biotechnology, banking, personal financial services, education, administration, health care, other medical sales, and aerospace management.

Black, white, color, style go well with the suit.

Minimal jewelry.

Jacket not too short, not too long.

Tip: Check yourself in the mirror before leaving the house.

Gold would be better than flats to increase femininity.

### DON'T

Neckline too large.

Tip: Avoid any bright or patterned clothing that may be distracting.

Too tight.

Colors: too casual.

Too informal: this would be a better outfit for shopping at Five-Place Market (with different shoes).

#### Meet the experts

Local career experts Lisa Guest, CEO of Career Wonders, Inc., and Josh Werborg, district president of Robert Half International, provided critiques of these outfits.

"Appropriateness depends on the industry and company in which you will be interviewing, the geographic location and time of year."

Guest

Werborg

"Sticks in conservative clothing, such as black, gray or navy, paired with light, solid-colored shirts are a safe choice."

Werborg

## Interviewing Attire

### Dos

No earrings

Silk necktie with conservative pattern

Shirt cuffs show only slightly at the wrist

Conservative 2-piece suit

Dark shoes & socks

### Don'ts

Facial hair should be neat & trimmed

Avoid distracting or busy patterns

No rolled up pants  
Don't forget socks

## Let's now picture a scenario....

You are going to attend an interview by public transport and you find out that your shirt has creases and wrinkles now!!!!



What do you do??



## Let's now picture a scenario....



Always carry \*extra set of clothes\* with you and \*change\* in the rest-rooms \*just before\* the interview.







## MISTAKE : 6

### “MISMATCH BETWEEN YOUR ATTIRE AND JOB PROFILE”

- ✓ Always carry your dress in a bag while traveling in public transport to avoid any issue.
- ✓ Ironed, creased, and clean outfits always make an impact.





**DISCONNECTED BODY LANGUAGE**



**CONNECTED BODY LANGUAGE**





# MISTAKE : 7

## “DISCONNECTED BODY LANGUAGE”

- ✓ Have a lighthouse effect while talking to two or more people.
- ✓ Bend slightly forward while sitting. There should be less space between the table and your chair.
- ✓ If offered tea, water , handshake do accept



<https://blogdotpetersonsdotcom.files.wordpress.com/2013/05/1.jpg>



<http://dezinecareers.com/product/interview-skills/>



# MISTAKE : 8

## “LISTEN TO SPEAK”

✓ **Listen carefully** - Answer exactly what is asked, to avoid confusion.

✓ **KISS principle** – Keep It Short and Simple. Answer smartly.

# Resume/ CV for interviews..



Do you send  
same one for all  
jobs?





# Challenge

# DATA WAR

90% OF COMMUNICATION – DIGITAL

DATA EXPLOSION

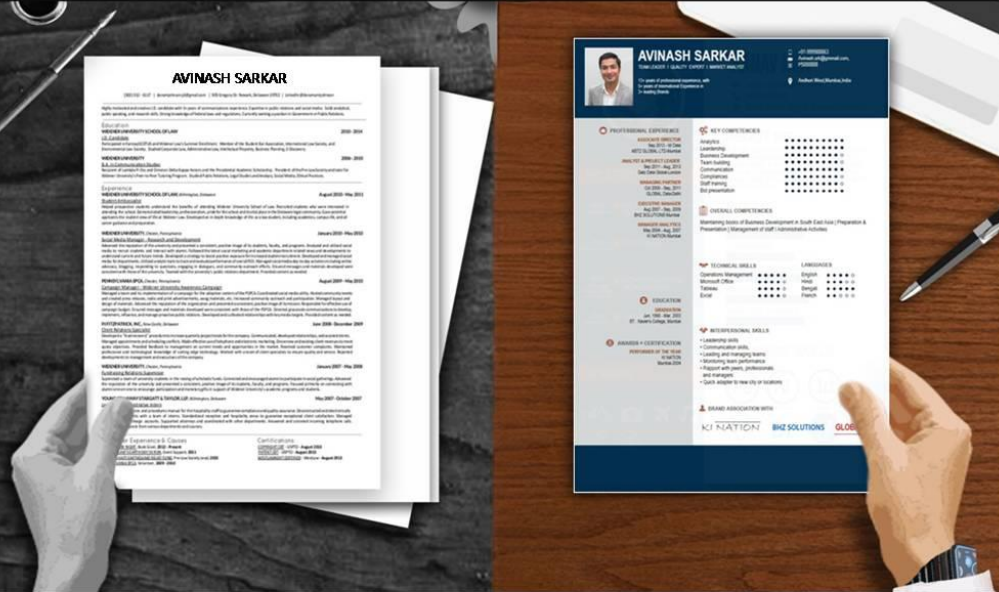
NO TIME- READ

QUICK DECISION

FACE TO FACE MEETINGS REDUCED



Which is your current resume?  
**TELL I Show + TELL**



How to make  
your resume  
stand out in  
100  
applications  
and Hired!



**FACT:**

**80%** professionals work at **1/3<sup>rd</sup>** of their salary as they don't know **how** to showcase their skills in resume.

Get noticed, get your  
**INFOGRAPHIC RESUME**

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<http://dezinecareers.com/product/interview-skills/>



# MISTAKE : 9

“SENDING SAME  
RESUME FOR VARIOUS  
JOB PROFILES”

- ✗ Not changing skill description
- ✗ About me
- ✗ Experience

Result

- ✓ Profile mismatch
- ✓ Not hired

Show + TELL



I am a  
**communication  
expert.**



Right but general doesn't  
exactly match the  
keywords in job profile



I am a **Spoken  
English Trainer**



Exactly matches the  
keywords in job profile





# MISTAKE : 10

## **“INAPPROPRIATE RESUME FOR THE PROFILE”**

Use the keywords in the job profile description in resume.





# RECAP

- ✓ **Link** to the profile. Know your Interviewer well beforehand. Prepare accordingly
- ✓ Make interview as **networking opportunity**
- ✓ **Sit in Non Defensive** position.
- ✓ **Don't hold** anything. Keep your hand free
- ✓ Dress with **Minimum Distractions**
- ✓ Dress **matching** to the **profile/organisation**
- ✓ **Connect** with Body Language
- ✓ **Listen** to give **specific** and right answers
- ✓ **Resume** should **Show not Tell**
- ✓ Design **Resume to stand out.**



# CONNECT WITH US AND GET.....

- ✓ Online mock interviews
- ✓ Resume Services
- ✓ Sample questions
- ✓ One to one training
- ✓ Career Guidance

Registration Link

<http://dezinecareers.com/product/interview-skills/>





Making you market ready  
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