

You've Landed The Job Interview! ... Now What?

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Download Jimmy Sweeney's Cover Letter resource once here: <http://www.coverlettercentral.com>.

Congratulations, you've landed an interview for a position you'd love. You're eager to make a good impression. You hope to be offered the job. To get the result you want, be sure to *ask questions*—during the interview. Plan ahead. Think about what you'd like to know. Then jot down a list of questions on those topics. Here are some examples:

1. May I give you an example of something I believe I can bring to your company if given the opportunity to fill this position?
2. What are the main qualifications you're looking for in the person you'll choose to hire?
3. When do you expect to hire a person for this job?

How To "Close" The Interview

Once the interview is over, wrap up your time with a friendly closure.

1. Express your thanks.
2. Exchange business cards.
3. Offer to provide more information, if needed.
4. Look the hiring manager in the eye and shake hands firmly.
5. Ask for the opportunity to fill this position.
6. Follow up with a written thank you note.

Be clear. Be calm. Be courteous. The more professional and prepared you are when you go into an interview, the greater your chance of achieving your goal—a job offer!

Jimmy Sweeney is the president of CareerJimmy and author of several career related books and writes a monthly article titled, "Job Search Secrets. In just 3½ minutes you will have an amazing cover letter guaranteed to cut through YOUR competition like a hot knife through butter!" Download your resource for "instant cover letters" at the CoverLetterCentral.com website; <http://www.coverlettercentral.com>.

