

## Video Interviews: Tips and Tools

Going for a job interview can be stressful. UltimateSkills is here to help you by providing you with assistance to ensure that your interview allows you to shine and ultimately get you the job you deserve!

Different interviews may require different techniques, UltimateSkills utilises a video interview of its candidates as part of a complete recruitment process. We have included some tips to help you prepare for your video interview.

1. Be seated properly with a straight back and make yourself comfortable. Do not lean on the backrest of the chair as this may appear casual and will not relate well on video;
2. If you do not adequately understand the question posed, ask the interviewer to repeat or elaborate on the question. This will demonstrate your interest and attention;
3. Avoid unnecessary facial expressions or exaggerating mannerisms whilst talking, however do not feel that you must not move or use gestures, some hand movement and facial expressions may help convey your personality;
4. Do not answer questions with YES or NO responses. Try to elaborate your answer to demonstrate your skills;
5. Speak in English as your interview will be reviewed by English speaking clients;
6. Always be honest and do not embellish your skills to secure the position;
7. Always look directly at the camera whilst talking;
8. Speak slowly, clearly and consistently – try not to let your voice fade away during the recording process;
9. Feel free to ask pertinent questions towards the end of the interview;
10. Reiterate your strengths and qualities you can offer upon closing; and
11. Always end the interview by leaving a good impression, smile, be professional and courteous.

Most importantly, try to relax and don't be too conscious of the camera!



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