

Quick Tips: Know the Interviewer

**BASIC TIPS:**

* Be prepared. Know your interviewer’s name, who he/she is, their title, field of interest, and job duties if possible.
* You should try to know as much as possible about the interviewer and the company. It is very simple to Google search the interviewer and the organization to be better prepared.
* On LinkedIn, a website for professional networking, you can access information about most people in the business world.
* If you search and decide to communicate on Facebook, be sure to keep any communication professional. Don’t get too personal.
* The more you know and have researched, the more likely you will impress the employer.
* If you find any similarities in his or her background with yours, don’t be afraid to show that you did your research. People often naturally gravitate towards people with similar interests or backgrounds.