



[Quick Tips: Top 10 Interview Mistakes](#)

BASIC TIPS:

- **Mistake 10:**
Do your homework before the interview and be prepared. Research the company, the interviewer, and current market trends so you're prepared for questions the interviewer may ask. Your preparation will show that you care about the position you are applying for
- **Mistake 9:**
Don't lie on your resume. Be honest when listing projects you've worked so that when the interviewer is asking questions you know exactly what is on your resume and can give a thoughtful answer.
- **Mistake 8:**
Know what you want in a position. Having a clear, defined vision for yourself shows the hiring manager that you're motivated and have goals you want to achieve.
- **Mistake 7:**
Don't oversell your qualifications. Make sure you can back up all of the information on your resume.
- **Mistake 6:**
Avoid rambling on and on when answering questions. When you're nervous, you may find yourself talking around the questions that are asked. Try your best to be concise and clear in your answers. Practicing ahead of time can be helpful.
- **Mistake 5:**
Candidates need to ask questions about the company, it's culture, philosophy and more. The interviewer shouldn't be the only one asking

questions! Ask questions to determine if you are a good fit for the company and vice versa.

- Mistake 4:
Have a list of questions prepared before your interview. Think about the questions that the interviewer asks *before* answering. Sometimes candidates can feel pushed to answer too quickly without reflecting and can end up “talking around” what was asked which won’t impress an interviewer. If you don’t know the answer to a question, state that and be straight forward.
- Mistake 3:
Don’t sell yourself short! Go into your interview with confidence and know what value you bring to the organization.
- Mistake 2:
Avoid speaking negatively about previous employers. Companies want to hire people who are positive, authentic, genuine, and trustworthy.
- Mistake 1:
Be sure to keep track of the jobs you’ve applied for so that when an employer calls you are aware of the job and can speak clearly to the position. If you are caught off guard because you can’t remember what you’ve applied for that leaves the employer wondering if you’re really invested in the position.
- Show your enthusiasm! Smile, give thoughtful answers, dress appropriately, do your research ahead of time, and remember that the way you present yourself in an interview will make a lasting impression on the interviewer.