



CAREER BOUND SUCCESS, INC.

Technology is always changing and advancing in ways that improve the workplace. The interviewing process is heavily impacted by these changes.

Proper preparation for video interviews can be a crucial step between you and your next career opportunity!

4 Top Tips for Successful Video Interviews



1. Do a Test Run to Check Technology:

- Ensure you have a reliable internet connection, computer, webcam, and sound.
- Familiarize yourself with your equipment to avoid technical issues.
- Place your camera near eye level.

2. Choose an Appropriate Space:

- Find a quiet space where you will be free from interruptions.
- Ensure you are well lit with the light behind your camera & not behind you.
- Check for glare that may be causing you to be washed out on camera.
- Avoid clutter by organizing the space around you.
- Make sure that your camera is not too close or too far & that you are centered in the frame.

3. Present Yourself Professionally:

- Wear professional clothing, from head to toe, as if the interview were in-person.
- Maintain proper posture by sitting up straight throughout the interview.
- Ensure that your view of the interviewer is as close to the camera as possible to mimic eye contact.
- Practice by doing a mock interview ahead of time, record & review it.

- Be aware of both how you sound & your nonverbal communication, including speaking clearly at a natural pace & communicating your enthusiasm with a nod & smile.

4. Treat it as an In-person Interview:

- Do a deep dive on the internet to thoroughly research the company.
- Prepare thoughtful questions for the interviewer based on the job posting & your research.
- Practice answering commonly asked questions beforehand & establish your selling points.
- Before the interview, turn off your cell phone.
- Arrive for the interview 5 to 10 minutes early to ensure your technology is working properly.
- Send a thank you note within 24 hours to each interviewer.

With preparation and practice, you can ace your next video interview!

Jumpstart Your Job Search



Discover your competitive advantage by collaborating with Arlene Newman, President of Career Bound Success, and her team.

We work with professionals at all levels and across all industries, providing them with strategies to successfully land jobs!

In addition, we work with companies to provide **Corporate Outplacement**.

With one-on-one coaching, we develop personalized strategies to achieve career success.

Our services include:

- Career Direction
- Online Image
- Resume Preparation
- Personal Branding
- Online Image
- Networking Strategies
- Interview Training
- Salary Negotiations
- Corporate Outplacement

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