

Interview Do's and Don'ts

Do be on time

Don't under-sell yourself

Do be honest

Don't argue

Do listen carefully

Don't put on an act

Do speak up

Don't talk about interview travel expenses unless they offer

Do be polite at all times

Don't mumble

Do smile

Don't be late

Do sell yourself

Don't slouch in the chair

Do look neat and well groomed

Don't lie but don't volunteer damaging information

Do be well prepared

Don't be cluttered

Do appear interested and alert

Don't be the first to mention salary

Do be yourself

Don't criticise previous employers