



HOW TO SUCCEED AT YOUR APPRENTICESHIP INTERVIEW



Congratulations on your interview! Now its time to make sure you ace it. **Don't be nervous.** Just follow these ten simple steps, and before you know it you will be starting your dream job.

First things first. Before your interview you need to **prepare**. The employer will be reading about you to get ready for the interview, so you need to read about them. **Don't just wing it and hope for the best.**

1

Do your homework

Before your interview check out the company's website. They are bound to ask you why you want to work there, so have **three things you have read that** show you know a bit about them. Also think of **two questions to ask** them that interest you.



2

Check out the route

Do a dry run so you know how long it takes to get there. How easy it is to take the bus or train? Where exactly it is you have to go. This is because you must not be late!



3

Dress smartly

No hoodies, no trainers (not even designer ones), and no belly T shirts! Think **professional** and if you are still not sure, take a look what your local TV presenters are wearing on camera.



4

Turn off your phone

Before you even go in the door, turn off your phone. Don't play with it in reception, don't start scrolling through social media posts or messaging your pals. The receptionist will be checking you out!

And talking of phones, watch what your status says on your social media posts. If it is biased in anyway it could count against you?



5

Make sure you understand the apprenticeship!

Do you understand what you will learn on the apprenticeship?
Can you talk about why that excites you?

6

Make sure you understand the role

Look at the job advert again. Do you understand what you will be doing at work?
Can you talk about why you think you would do that well?

7

Smile

From the minute you walk into reception, make sure you look the part. It only takes 7 seconds to impress, so a smiling face, and a good look is what you need. Oh, and shake hands – firmly when you are introduced.

8

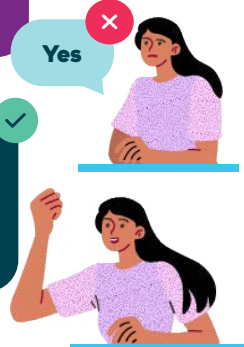
Be chatty – but not too chatty

Too many people fail interviews because they give one-word answers. These don't work. You will come over as disinterested, dull and not engaged. Be friendly and give a longer answer.

Do you think you would work well in a team?

Yes

Yes, because I am easy to get along with and I like to learn from others.



9

Know your top three skills!

Choose your top three skills that match the job advert. That way, if asked what your skills are, or why you would be good at the job you can name the skill and explain it.

When I was little, I used to take my toys apart and put them together again. I always want to learn how things work!

Eager to learn

I am the person in my family who sorts out the tech.

Interested in IT

I enjoy putting together videos and reels for different social media platforms.

A passion for social media

10

Turn your weaknesses into strengths

If an employer asks about your weaknesses, the trick is to turn a weakness into a strength. This means choosing your weakness carefully.

I am really lazy.

No employer wants to hire a lazy person.

And last but not least here are five don'ts.

1. Don't use slang (mate) or swear
2. Don't chew gum
3. Don't ask questions about salary, holidays or working hours
4. Don't smoke before you go in
5. Don't forget to go to the toilet before you arrive!

I sometimes take a while to get going on a task, but it means I have thought about it a lot before I begin.

