

How to Succeed at the Virtual Interview

1 - TEST YOUR TECH. When you receive the invitation to interview visit the platform your recruiter tells you will be used. Is your internet/ Wi-Fi connection stable? Do your camera, mic and speakers work? Call a friend on the technology and give it a test drive with them.

2 – STAGE YOUR SPACE. Staging isn't just for realtors. You want to be the focus of the interview. Move distractions from the field of vision. Bold art, photos and posters should go. Clear away any clutter. Keep the bed out of sight. Remove anything too personal, offensive or risqué. Keep it calm, plain and professional.

3 – REMOVE DISTRACTIONS. Ask the family to stay quit and out of sight. Move the pets to a different area if possible. Turn off the cell phone and put a Do Not Disturb note on your door.

4 - DRESS FOR SUCCESS. Just because you're at home doesn't mean you can interview in your pajamas. Dress as you would for an in person interview. And make sure the screen captures your shoulders and up so you don't look like a floating head. Don't slouch, don't fidget.

5 – BE PREPARED. Just like other interviews, have your resumé, notes and research in front of you. Prepare some questions about the company or jobs to ask the interviewer. Take a few minutes to relax and calm yourself before the interview – deep breathing or a little meditation can help.



Your Manpower recruiter will usually connect with you on the telephone for your first conversation. But some client companies may choose to interview on-line with chat or video conferencing.

Here are some of the technologies you might encounter.



Microsoft Teams



GoToMeeting



Cisco webex



Google Hangouts