

JOB HUNT FROM HOME 10 STEPS TO SUCCESS

If you need to focus your job hunt from home, there are several simple things you can do to increase your chances of success and find the right job for you.

- 1 Stay in touch with your consultant:** We have access to hundreds of new jobs every day, so make sure you check in with your consultant often – they will be standing by to support your job search and applications.
- 2 Continue with face-to-face conversations:** Even if you can't meet your consultant in person, they are still available to speak to you via video call. Just let them know which applications you have access to (WhatsApp video, Facetime, Skype) and we will do our best to contact you.
- 3 Try to be available for video interviews:** Let your consultant know that you are open to video interviews. This will give you and potential employers an opportunity to get to know each other better.
- 4 Set up your interview space:** The setting you use for your video interviews will speak volumes about your professionalism. Make sure the background is clean, with no distractions or bright colours, and be aware of what can be seen behind you. Stay in the same area and ensure you are not disturbed during your interview. You should be the focus.
- 5 Dress for the occasion:** It's just as important to make yourself presentable for a video interview as it is for a physical one – and we don't just mean your top half. Dressing well will not just come across to your potential employer but will also help get you in the right mindset for a professional interview.
- 6 Test run your tech:** Test your internet speed and stop any other data-intensive activities like downloading or streaming before your interview. Ensure the applications work and that you know how to use them beforehand - being able to effortlessly share your screen, for example, is great for talking through documents or presentations.
- 7 Practice your body language:** All the focus is going to be on you during this interview, so practice your body language in front of the camera and play back how it would look to the interviewer. Ask your consultant for some advice on presenting yourself on camera.
- 8 On the day, sign in early:** Punctuality is even more important during a video interview than it is face-to-face, as there are no external factors that may affect your arrival time. Sign in early and run some pre-call checks to make sure you're ready for a prompt start. Ensure you have enough battery on your device and access to a charger if need be.
- 9 Prepare your closing questions:** Just like a physical interview, you make some of your best impressions with the questions you ask. Make sure you're clued up with your potential employer's latest activities and ask your consultant for some examples of excellent interview questions.
- 10 Prepare your follow up and debrief with your consultant:** Let your consultant know that you're finished. You can debrief, talk about how you think it went and ask them to thank your interviewer for their time. Your consultant will then let you know the next steps.

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