

CAREER BOUND SUCCESS, INC.

Job Search Strategies

Arlene Newman, President of Career Bound Success, welcomes you to our newsletter. Our career development company provides college students, alumni, and professionals with skills to successfully land career opportunities.

With more than 20 years of Human Resources experience, we coach clients on finding opportunities, strategically marketing themselves, and negotiating competitive salaries.

Top 6 Interviewing Tips

You have made it through the initial screening process and now you are on your way to getting the job you want.

Are you ready for your interviews?

To have a successful interview:

- 1. Take time to review your resume and analyze transferable skills, strengths and weaknesses
- 2. Conduct company research, examine the job description, identify key responsibilities and specific qualifications, and align your skills with the required competencies
- 3. Be prepared to elaborate on experiences and success stories that illustrate how you would add value to the company
- 4. Make a good first impression (firm handshake, smile, business attire) and maintain a positive image

Jump Start Your Career Search

- Career Exploration
- Resume Preparation
- Networking Skills
- Interview Training
- Salary Negotiation Skills
- On-Boarding Skills



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- 5. Formulate questions for the interviewer
- 6. Prepare by doing mock interviews

Remember, practice makes perfect!

To learn more interviewing strategies...more



