

How to Ace a Job Interview?

The hiring manager wants to talk to you about the job.

Congratulations! You got the “Golden Ticket.”

Now you have to perform on the high-stakes interview stage to stand out and secure a job offer. You are in the game. It's yours to lose. That's right. The hiring manager is not going to waste time talking to you unless you have something he or she likes and wants to know more about it.

You better if you want to beat out other highly qualified candidates who also want the job just as bad as you.

Don't worry about the other candidates. They are not hiring you. The hiring manager is. You just have to focus on your process, stick to it, and you'll do fine.

Mental Notes

Don't act like a candidate wanting the job; act like you are already doing the job.

If you come across like you are doing the job, then you are going to get the job.

Why?

You are making it simple for them to see what you would be like as an employee.

You are taking the employer from uncertainty to certainty.

This is the key to doing well in a job interview

Below are five steps you must master and execute flawlessly.

Step 1

Ask this before answering any questions: **“What did you like about my background that made you want to talk to you?”**

Why ask this question?

This will inform you what the hiring manager likes about you and what you MUST focus on.

Step 2

Ask if you can tell a little about yourself before you answer any questions.

You want to tell the hiring manager a little bit about yourself. This should be no more than two to three minutes. This will set you up for the interview well.

Why do this in the beginning?

You want to clearly explain your **message, narrative, problems you can solve, and value you can add to the company, team, and hiring manager.** This is very important since this will set you up for the rest of the conversation you are going to have. Also, it will show that you are doing the job by the way you have designed the conversation.

Message

This is something like “I provide excellent customer experience.” You must repeat this often and show everything you do is connected to this main message.

Narrative

This is how you got where you are and where you want to go.

You must do this in no more than five sentences.

Problem Solved

If delivering an excellent customer experience is the problem you have solved, then walk the hiring manager on how you go about doing this, how you want to do the same for the company, and see how you can better collaborate with the manager.

Value You Will Provide

What do you do that will help the company grow or scale. You have to tie this to money. How you help the company make money. How you help the team succeed. How you make the hiring manager shine.

Step 3

Validate Your Understanding of the Job

You have to make sure that the hiring manager validates that you understand the job well before moving on to show that you can do the job.

Step 4

Demonstrate You Can Do the Job

You have to answer this question in three parts:

Tell --- Tell what you did in the past that is relevant to the job.

Sell --- Sell how you did in the past is very similar to what you have to do in this job.

Close --- Close the hiring manager on how you can make the solution better by working collaboratively.

Step 5

Tell You Want The Job

Ask two key questions before you end the interview:

“Are you comfortable that I understand the job?”

“Do you have any concerns about the significant value I can add to the company?”

Summarize the following:

You understand the job.

You can do the job.

You want the job.

One More Thing

Do not end the interview without asking, “So when can I start?”

There is a lot here. If you go in with this job interview design, you will increase your chances of standing out and securing a job offer.

At this point you are probably wondering, **what percentage have I given you in this brief document?** It is 80%. The other 20% I can't in this document since it is very specific to you and the job you are pursuing.

If you came to me, I would use this (80%) and what's specific to you (20%) and get you ready to stand out and secure a job offer.

If you have any questions or want one-on-one coaching to save time, please contact me at joza@winningspeechmoments.com or 732-847-9877.

Good Luck!