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PART FOUR

Definitive Guide To

INTERVIEWING

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There is no cookie-cutter formula for guaranteed interview success.

Every interview presents its own challenges, requirements, complexities and demands...it's how you overcome these and adapt - that's what matters. As recruiters we are privileged. We have access to a wealth of brain insights from both sides, supporting our candidates at the front of house, whilst pealing backstage with our clients.

In our 'Definitive Guide to Interviewing' series we share insights into interview tips and lessons from our perspective - from preparation, what it takes to triumph at interview.

Part Four of this guide explores what happens next?! - how to set expectations, follow ups and homework. Understanding the processes once a job offers been presented.

If you'd prefer to talk about what comes next with one of our consultants get in touch by either:

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SETTING EXPECTATIONS and next steps

In recap, we finished part three of this guide by discussing the importance of concluding your interview correctly...with a strong and enthusiastic closing statement. The point **being the hiring manager doubt that you're the right person for both the job, as well as the company.**

During this end of interview period you'll also want to define next step expectations with the interviewer.

How many more stages will there be for successful candidates?

What does the hiring timeline look like?

When can you expect to receive a decision?

What might be required during later stages?

It's completely valid for you to discover this information - and in fact, demonstrates further your passion for the position. Your recruiter will be to answer these questions and set expectations...but it's good to get a guide from the company's perspective.

NEXT STEPS continued...

Once you've left we recommend writing up notes on what was discussed as soon as possible, while it's fresh in your mind. Pay particular attention to what questions you were asked (which might help with future interview prep), and very specific topics discussed which may be referred back to by you or the hiring manager at a later date.

If you're benefiting from a recruitment support, they will contact you after the interview for a debrief. They will also be contacting the company (their client) for their debrief too, this is why we're uniquely positioned in the process.

Where interview feedback from clients is positive, your recruiter will contact you with details of what comes next, be it further interviews, meetings or meetings with specific members of staff, testing or a job offer.

In cases where interviews are unsuccessful, good recruiters will try and overcome issues and objections from clients in order to secure the job for their candidate. Where this is not possible then feedback will be given and the recruiter will start looking at alternative vacancies to explore.

YOU GOT THE JOB

Congratulations! - what that research, preparation and well... nervous stress has paid off. The company likes what they've seen and have extended an offer to you.

In most cases it's smooth sailing from this point onwards. However, there are still mistakes you can make which will stop an offer in its tracks. These can include;

Chasing the pay raise | Whether it's money, benefits, location, hours flexibility etc., the last thing you want to do is chase the pay raise or make it sound like you're redefining your requirements. By the time an offer is given, all of this information will have been discussed with you in detail - either by your recruiter or hiring manager. Trying to renegotiate at this point can make a hiring manager's impression of you negatively, swiftly resulting in an offer withdrawal.

Keep in mind, recruiters are rewarded more when candidates achieve higher salaries, so are therefore incentivised to fight your corner and negotiate the best packages possible.

Not having solid documents | A simple one this, if the job requires a right to work in the UK for example, you need to be able to document this. The same goes for qualifications and professional licences. Ensure you have the need to be able to provide this. Invalid documents will quickly kill the job offer.

Dishonest pitches | If you tell a hiring manager you were the solo lead on a project, when in reality you were one of 40 people involved, or you were one of 1 of 40 people involved and only played a small part...it's over. Same goes for education and skills; if you claim to hold qualifications or capabilities which are proven to be false, you won't get the job - or will get fired if caught out at a later date.

Not being upfront about other interviews | It's fair for an employer to expect upfront honesty from you. They don't necessarily need to know the details and but's of your life, but they do expect you to be who you claim to be - particularly in the professional sense. If you tell an interviewer that the 3 month career break you taken was for a "sabbatical" when in reality it was spent backpacking travelling in Vietnam during that time, it's highly likely you'll be caught out. It's easier than ever for referencing to discover information about you, with Google, Facebook, LinkedIn etc... so remain truthful throughout.

Not being upfront honest about other responsibilities / commitments | As above, it's important you disclose all relevant information relating to your career, commitments and responsibilities. If you decide to mention of the offer stage that you're also working on a handful of side projects, or have undisclosed family commitments that could impact your ability to complete the job, it's likely the offer will be removed.

YOU GOT THE JOB

Recent counter offers | There are few things that annoy hiring managers more than getting into a bidding war for new hires. If you've spent the interview process saying you're not looking at any other vacancies and then suddenly bring in competitor counter offers, you risk damaging (or completely destroying) your credibility. Hiring managers remember this and thus you make your recruiter aware, as they can help you manage the situation, so as to achieve the best outcome.

Fear of change / cold feet | It's not uncommon for candidates to get last minute cold feet. Leaving a job you've had for a long time, or at this stage because of a sudden, life changing decision, makes it easy - which can be fear inducing. Before making any quick decisions to pull out of the proceedings, take the time to speak through your situation with either your consultant, or a friend, family member, etc.. It's worth looking closely at the new opportunity you've been offered, and if this new position meets your personal and career requirements.

NOT THIS TIME

The reality is not everyone succeeds at interview. Whatever the reason, it's important you understand the key reasons behind and how you can improve next time round.

At Caspian One our recruiters provide candidates with post interview feedback, detailing the information provided to them by the client. This is a key benefit of using a recruiter. Where relevant we'll also give advice on how you can overcome issues highlighted.

If you've gone through the process without a recruiters support, feedback is typically given either by the hiring manager or a HR contact. Often in these cases feedback can be quite limiting at first, so you may need to push for more details.

Remember, for popular roles there can be multiple applicants with similar capabilities and experience levels as you; so there will be times where even if you did everything perfectly, someone else just "edges" it. Thus maintain relationships with hiring manager and people you meet is important, as opportunities could come your way in the future.

Also - if you don't succeed this time, keep trying! You decided to change job for a reason, so don't accept the status quo of your current role if you know it's not right for you and offers no career progression.

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in conclusion...

We hope you've enjoyed our comprehensive guide to interviewing. In this resource our goal has been to discuss all aspects of interviewing, so as to help you achieve higher levels of interview success.

Remember our combined years of recruitment experience have given us an unrivalled insight into the interview process and procedures you'll encounter.

If you want to discuss any of the points above in fine detail, our consultants are happy to help. Get in touch either by;

Calling +44 (0) 203 691 9200
Emailing fintech@caspianone.com

We'd love your feedback - did we miss something? Do you still have questions on specific subjects? Do you think there's a better answer than what we've given? Please contact us to discuss.