

First Impressions

No matter how good you look on paper, everything you do from how you treat each member of the interview team, what you're wearing, what you say or don't say during the interview is noted and taken into account in the hiring decision.



- Make eye contact
- Dress to impress
- Give an impressive handshake – not too strong, but **not** limp
- Speak clearly
- Have a positive upbeat attitude
- **Don't** chew gum, smoke, etc.
- Let the person know you are listening
- Have good posture
- **Smile!**

A Smile Will Get That Job!

A Holiday Inn, when looking for 500 people to fill positions for a new facility, interviewed 5,000 candidates.

Hotel managers, when interviewing these people, excluded **all** candidates who smiled fewer than four times during the interview.

This applied to people competing for jobs in all categories.

Source: *Newsday*