

## PREPARING FOR AN INTERVIEW

Here at Choice Recruitment, we think interview preparation is **vital**. Ensuring you are well-prepared will help you to feel more relaxed and makes a good first impression with your potential employer. In an interview, **first impressions matter** so here are some tips

- ✓ Read the **Nursery's website** and **Ofsted report**. You can earn brownie points by talking through the information you have learnt during your interview, showing your interest and commitment.
- ✓ **EYFS** knowledge and experience – how have you used it, and do you know why it is important in the work that is carried out in a nursery?

Most interview questions will be competency based which means the manager will be looking for **real-life examples** as the basis for your answers. Spend some time before the interview thinking about what experience you have and what you have achieved-try and relate your examples to the role you have applied for.

- ✓ Gather your documents together **the day before** the interview.
- ✓ Once you have done your research on the Nursery, **prepare 2-3 questions** you would like to ask.
- ✓ Know where the exact Nursery location is before the interview day; plan how you will get there, where you might park. Knowing what to expect will help to calm your nerves on the day.
- ✓ Decide on your interview outfit beforehand – avoid high heels, trainers, jeans, big jewellery, and nail varnish as these are all a **NO-NO** when working in a Nursery.
- ✓ Aim to arrive 10 minutes early. **Punctuality** and **time keeping** is important when working in a Nursery.
- ✓ When you are being interviewed it is OK to take a moment to **think before answering** the question, or to ask for the question to be repeated. Interviews can be nerve racking, so taking your time to think will help you stay relaxed.
- ✓ A positive attitude goes a long way so don't forget to make eye contact and **SMILE!**

If you would like some more help preparing for your interview, then feel free to get in touch. We will always try and help you the best we can! **Good luck**

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