What employers are looking for when employing staff?

They tell us that they are looking for:

- Enthusiasm
- Hard working
- Dressed appropriately for the workplace

What does this mean?

- Arrive at least 10 minutes early
- When you arrive for the interview, make sure you are very well presented.
- Speak pleasantly to the person at the Reception desk, he/she will always be asked by the manager what they think.
- If there are booklets or brochures about the company lying on the table, be sure to pick them up and have a look.
- When you get to the interview show your enthusiasm and understanding of the company (therefore, you should always research so that you can let them know how keen you really are to work for them).
- Always have a question ready to ask them. It could be “why are you working for this company?” or “What do you enjoy about working here?”
- If you are not successful, always telephone and ask for feedback. Respond positively and thoughtfully. They might decide they need another employee and if you have taken on board their feedback, then you might be the next person hired.

It is very daunting for everyone to go through the interview process, so keep calm. If you do not understand a question then seek clarification, this is perfectly appropriate. Whoever is interviewing has been just as nervous as you are when they have had to go through the process.

Marlene Maney

Careers Counsellor