Getting ready for your interview is easier than you think.

Here are 8 tips to ensure your success.

1. **Prepare 3-5 questions for each person with whom you'll be interviewing.** Avoid questions like "when do you expect to hire this person?" or "what are the next steps in the process?" Ask meaningful questions that tie back to the role specifically. It shows that you're prepared, engaged, and are evaluating us as much as we're evaluating you.

2. **Dress to impress!** It's always wise to dress professionally for an interview. Looking your best helps you feel your best and increases confidence!

3. **Use professional body language.** Sit up straight! Smile and maintain eye contact with your interviewers, it shows enthusiasm and confidence.

4. **Research the people you're interviewing with** by viewing their LinkedIn profiles or doing a simple Google search.

5. **Review the position description and provide examples of where you have done something similar in your career.** This way you'll have a ready answer when faced with questions that are critical to the position or hot button topics for our organization. If you don't have experience in an area, you should have a well thought out response for how you'd fill in this gap in your experience.

6. **Being nervous is normal.** Remember that you're having a conversation with someone who knows your job as much as you do. Find something relevant about the position that you can dicuss.

7. **If you're interviewing for a sales job, go for the CLOSE at the end of the interview.**

8. **Always send a follow up thank you email to each person you meet with, post interview.** Your email will typically be forwarded to either the Hiring Manager or HR. Your thank you should be customized to each conversation. Don't send the same generic thank you to multiple people in the company. It helps to include a takeaway from your interview or mention how your experience will solve a problem or fits the unique role you're pursuing. **Don't forget to spell and grammar check!**

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