

# JOB INTERVIEW TIPS

## job-interview.net @ www.job-interview.net

Looking for a promotion, new job or career change? Re-entering the job market? You'll soon be facing the job interview. Matt & Nan DeLuca, authors of the best seller "Best Answers to the 201 Most Frequently Asked Interview Questions", and the experts at job-interview.net are here to help you have a winning interview.

### Salary

#### *What do you expect your starting salary to be?*

Discussion of salaries and compensation should not be held until an offer is about to be made. With that said, let's look into the real world when this is not the case most of the time. Employers are shopping, trying to guess your price tag. This is one of those screening questions used to either screen in or screen out so a response is important. Have you done your homework? What is the price for this job in the marketplace? Have you checked out classified ads or online ads for similar positions? Are you within the range, given your level of experience? Pegging yourself mentally to the right price is the first step.

The second step is sharing this information correctly. Do you have enough information about this new job to determine your salary? If not, state it and ask for the information that is needed. "Before I can discuss salary, I would like to know the reporting requirements and how many people I would be supervising. In addition, what are the skill levels and experience of my staff?" You can also ask "What are others in similar positions being paid?" When you can no longer stall or seek additional information..."Based on what you have told me and exclusive of other compensation elements I feel that the position would warrant a salary range of \$\_\_\_\_\_ to \$\_\_\_\_\_". Name a range such as \$40,000 to \$45,000 to give both sides some wiggle room and allow for some give-and-take when benefits and other compensation is considered. If you know what you are willing to accept as salary and what the market pays, using a salary range should permit you to be negotiable.

### More Interview Tips

Use these checkpoints for a winning interview:

- Research the organization or company that you're applying to.
- Review the job announcement or advertisement to identify the skills, knowledges and abilities essential to the job you're applying for.
- Inventory your skills, knowledges and abilities
- Review potential interview areas and questions based on your review of the job announcement or advertisement. Use our Interview Question Bank to identify possible questions.
- Practice your interview with someone playing the role of the interviewer. Have the person conduct a mock or practice interview ask the person provide you with

feedback on both your answers and your delivery. Have multiple mock interviews and use the feedback to improve during each mock interview.

Being a winner at the job interview is a simple process that takes a lot of hard work. Focus on the same success factors used by great entertainers and athletes – practice and execution.

Visit us at [job-interview.net](http://www.job-interview.net), <http://www.job-interview.net>. We offer:

- ✓ Answers to interview questions
- ✓ Over 1,000 interview questions organized under 40 different job functions, skills and abilities
- ✓ Practice interviews for a variety of jobs.

For more answers, check out our guides at <http://www.job-interview.net/downloadguides.htm>.

**Good luck and enjoy your search!**

Copyright © 2002 by Matt & Nan DeLuca and PSE-NET