

Video Interview Guide: Top tips to be successful

The possibility of being invited to a video interview is on the rise and Video job interviews are an increasingly common part of the hiring process with companies and even more so in the Covid-19 environment that we find ourselves in currently. Employers who are currently managing to recruit and on-board new staff are more commonly using the Video INTERVIEW as the 1st part or even the final part of their interview processes due to our restrictions in movement and social distancing rules the UK is currently under.

These restrictions appear to be continuing for a few weeks more at the very least so if you can carry out an interview via Video it could set you apart from your competition.

A video interview will have a large amount of similarities to a regular face-to-face interview, but here we look at some specific video interview tips to help you get started:

Find a quiet, private, well-lit place that is free from possible interruptions including turning your mobile to silent

As you would with a face to face interview, try to book the Video Interview for a time that is suitable and that you won't be interrupted. Tidy the area so it looks presentable. It is always good to have a clear, uncluttered space to help you to concentrate on the task at hand, and to remind you that you're in a formal situation.

Switch off your phone, tell your family and friends you're not available for a period of time and so on.

Awkward interruptions that interfere with the smooth running of your interview are best avoided as much as possible. You want the interviewer to see you're serious about the job they have on offer, so do ensure that you show that you have prepared.

Always turn off any devices close to you such as the TV, music, and close other programmes on your computer as these can easily distract you during the interview. You might really need to catch up on your Netflix binge watching of 'Killing Eve', but now really isn't the time to have it running on another device!

And finally, ensure those you live with are aware. The last thing you want is someone constantly calling your name.

Have a pen, notepad and copy of your CV readily available to you throughout the interview

Something that is a bit of a stigma in Face to Face interviews is being able to look at already prepared notes. Well, the good news is, with Video Interviews, looking at your notes is totally acceptable! If you do it subtly and you aren't reeling off chapter and verse answers that you have

already prepared, there is no reason you can't have handy tips nearby. Use them to help you answer any difficult questions or remember specific facts about the role or company.

As we've said, don't use them as a script, or you'll probably end up sounding like a monotonous robot with no natural engagement with the interviewer as you won't be able to read the notes and look at the interviewer at the same time.

Check that your computer is all set up correctly and the audio is working along with a stable Internet connection

Sounds basic but before you start your interview check all the tech is working. There is nothing worse than starting this important scenario and your webcam fails or the family are using all the bandwidth on your internet connection. Give the device you will be using the once over by checking the battery is charged, the charging cable works (in case the battery has an issue mid interview) and the audio levels are ok and work properly. Our internet connections are currently under some stress what with home schooling and working from home for almost every family across the UK, so before you start your Video Interview, make sure your home connection is stable and that the household aren't downloading their favourite Xbox game or Spotify playlist.

Dress as you would for a face to face interview

Ultimately, a video interview is supposed to follow the same rules and format as a face-to-face interview, so it's a good idea to wear the same outfit you'd wear if you were going to the workplace or what you had planned to wear for the interview. Being professionally dressed will also put you in the right mind-set and stop you from falling into an overly comfortable 'I'm at home' mindset.

Since you will be sat down, and potentially only viewable from the waist up, it might be tempting to wear interview-appropriate clothes on top and some kind of pyjamas on the bottom. But, as comfy as it sounds, we don't recommend you do this! There are a few reasons for this - What if you must get up? Or the cat decides that now is the time for her amateur acrobatics, involving her jumping on the table and knocking the camera focus downwards? It's possible.....and we doubt the interviewer will want to see your 'Frozen' PJ's!

When listening, ensure you nod and smile and engage with the interviewer

As with any interview, eye contact is particularly important, and you want to convey that same level of connection during a video interview. Here's how: Avoid the instinct to look directly at your interviewer on the screen while you are answering a question. Instead, when you speak, you want to direct your gaze at the webcam. When you do this, your eyes are more likely to align with the interviewer's eyes on the other end. When you are listening to the interviewer, you can look back at the screen.

Throughout the interview, keep your mood upbeat and convey optimism with your body language. One way to achieve this is to have good posture. Sit in your chair with your back straight and your shoulders open. Feet can be planted on the floor and arms can rest in your lap or on the desk. Try not to slouch over the desk or rest your chin on your hands, it's not the best look and will portray you as somewhat 'uninterested'.

When you are listening, nod and smile when appropriate to communicate that you are giving them your full attention. Use hand gestures when it feels appropriate and keep your movements close to your body. Avoid fidgeting or letting your gaze drift away from the device.

Remember.....SMILE. It costs nothing and goes a long way.

And finally,..... Practice

Having a video interview trial run is not only important for gauging your 'best side' or the angle that you look the best but also your body language and to help you practice your answers.