

#preparing for job interviews

know your challenge

#intro

be prepared



We've compiled the following insights and feedbacks from our clients over the past years to help you prepare for any upcoming job interviews.

Consider it a "Warm-up".

A lot of candidates tell us that the following points are obvious/nothing new. In practice however, we still regularly receive the following feedback from clients. Take what you can use and, above all, be yourself!

#first impressions count

level up



Virtual-interview set-up

Quiet environment – neutral background – stable camera setup (no shaking) – good camera positioning – eye level rather than from the top down e.g., in case your phone is lying on your desk.

Audio

We recommend using a headset to avoid echoes and other ambient noise.

Communication

In a video conference, you need to pay even more attention to your communication skills than in a face-to-face meeting. Listen carefully, only speak when the other person has finished, be concise with your answers and pay attention to the time.

Test

Test your set-up before the video conference, especially if you are conducting the virtual interview via a platform that you are not yet familiar with. You should know where to switch the video and audio on and off. Make sure that everything is running smoothly ahead of time instead of explaining at length why it's not working during the interview 😊

#the most common reasons for rejection

during interviews



Candidate was too elaborate/long-winded -

- Didn't get to the point.
- Didn't answer questions.
- It was obvious that she/he didn't know the answer.
- Instead of saying that she/he didn't know, she/he beat around the bush and tried to circumvent the question. This ate up a lot of valuable interview time.

Even with topics where one has a high level of expertise and which are close to one's heart, it's easy to get lost in the details - due to the time constraints of a first interview, it is important to get to the point and remain brief and concise in your answers. It is better to ask the interviewer if she/he would like to hear more before going into too much detail.

Candidate was not prepared - didn't know any background about our company i.e., latest developments/news or what is currently motivating us.

Didn't prepare any questions - and where she/he did prepare questions, they were focused on working hours, salary and other benefits - no questions were asked that would hint at a genuine interest re. the roles and responsibilities in question, the work environment, leadership, strategy etc. - candidates will often apologise for the aforementioned points and will say that they had too much going on to take the time to prepare for the interview properly. In such cases, it's better to cancel or postpone the interview.

Salary - discrepancies between the salary expectations discussed with and presented by cyberunity and those communicated in the interview.

First impressions count and final impressions last. 🙄

#best practices for interviews

let's talk



Clarity

Get your interviewer(s) involved in the discussion and avoid misunderstandings. Certain topics may require a brief introduction to help them follow your line of thinking.

High- and lowlights

Employers are always interested in hearing about your professional achievements. However, they are also interested in what has gone less well in your life or career so far and where you've encountered hurdles. Some candidates tell us that no considerable hurdles came to mind. But it's not only the big ones that count. Day to day obstacles like challenging tasks that could not be solved right away, faulty infrastructures, programming bugs, or tense social situations between team members or with clients can also demonstrate perseverance and problem solving skills.

Motivation

Make sure that you are able to (clearly and concisely) describe what you love about your job and why THIS is the right job for you - what do you find exciting about it? Where does it match your passions, interests and/or goals? What do you think you would enjoy the most about it? (Don't forget to incorporate concrete examples)

Why Switzerland?

For our candidates from abroad: it's essential that you are able to explain why you intend to move to Switzerland. If you are moving to join your spouse, then the case is clear. Otherwise however, your interviewers will want to hear hard facts - reasons beyond Switzerland's natural beauty, its mountains, or the fresh air.

Success on the job

What is your recipe for success?
What have you changed in recent years?

New Business / developing new ideas / establishing new domains

Have examples ready of times where you played a decisive role in creating something new. Explain how you contributed specifically and what you are proud of.

Notes (less relevant for virtual interviews)

From time to time, we receive feedback that candidates sat down for the interview without pen & paper, tablet or laptop, had not prepared any questions and did not take any notes. Some candidates then tell us that they took mental notes and that they first wanted to hear what the potential employer had to offer..

Even if this is the case, it is more a question of the impression one makes and the social skills one is demonstrating. Tangible interest in the job inspires interest in you as a candidate!

Know your potential for improvement and back it up with concrete examples

Many people are well aware of their strengths and are happy to talk about them at length. When it comes to their weaknesses though, all of a sudden they have much less to say. Open-minded and future-oriented individuals are on a constant journey of self-improvement and are therefore well aware of their shortcomings.

At the end of the interview

Regardless of how pleasant things are going: finish off by asking what happens next/how the potential employer wishes to proceed.

#let's connect

want to touch base and make sure you're ready for action?

Just give us a call or write to us.
We're happy to help:



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If this guide has answered all your questions and you feel well prepared then we wish you and your potential employer an insightful and engaging interview - we'll keep our fingers crossed for you!

#about us

the space to be: cyberunity

KNOW YOUR FUTURE. NOW.

Day to day, our work revolves around cybersecurity. Ultimately however, we're focused on you, your career, and of course, our Cyber-Community with whom we develop and share topical content: cyber-market-news, cybersecurity-career opportunities, the latest cybersecurity-trends and career-relevant insights for your personal development. Our community comes alive when we enrich it with inputs, ideas, conversations and contributions from its members - that's why we want to hear from YOU!

Find out more [here](#).

**You have suggestions, criticisms or complements for us?
Then we look forward to hearing from you - [get in touch!](#)**

