How to Interview Like a Project Management Rockstar!

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Abby Kohut
ABSOLUTELY ABBY.com
One Million Job Seekers

ABBY ACROSS AMERICA
Absolutely Abby’s Job Search Success Tour
Steps to Success

• The Phone Screen
• Getting Ready
• The Waiting Game
• Your Big Moment
• The After Party
The Phone Screen

• Be available
• First impressions
• Energy and enthusiasm
• Walk and talk
• No speakerphone

Prepping & Primping

• Research the interviewers
• Know your accomplishments (SAR’s)
• Prepare questions to ask
• Practice the commute
• Cancellations
Dress to Impress
The Waiting Game

- Don’t arrive too early or late
- Review your resume
- Look around
- Read the parephenalia
- **Don’t bug the receptionist**
Interview Gotchas

• Fishy handshake
• Water, electricity & notes
• Cell phones ringing
• Chewing gum
• Forbidden topics

Interview Gotchas

• Reasons for leaving & gaps
• Dis-honesty = dis-aster
• Poor eye contact
• “Like I said” and “To Be Honest”
• The best friend trap
Smiling is Contagious!

Afterthoughts

- Expect more than one interview round
- Always send a thank you note
- Smalltalk in the hallway
- References
Abby’s ABC’s of Interviewing

• Always be positive
• Brag but don’t boast
• Cool, calm & collected
• Don’t be desperate
• Enjoy it!
Want More Secrets?

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