



Technical and Office Apprenticeships

A few interview tips

- 1. Identify your strengths and skills:** Reflect on your experiences, both in school and outside, to identify your strengths and skills. These could include teamwork, leadership, problem-solving, communication, or any specific technical skills you've acquired.
- 2. Craft a compelling resume:** Even if you don't have much work experience, highlight relevant achievements such as academic accomplishments, extracurricular activities, volunteer work, internships, or part-time jobs. Tailor your resume to the job you're applying for, emphasizing skills and experiences that are relevant to the role.
- 3. Prepare for common interview questions:** Practice answering common interview questions such as "Tell me about yourself," "What are your strengths and weaknesses?" and "Why should we hire you?" Think of specific examples from your experiences to illustrate your skills and abilities.
- 4. Research the company and role:** Understand the company's mission, values, products/services, and industry. Research the role you're applying for to understand its responsibilities and requirements. This will help you tailor your answers and demonstrate your genuine interest in the position.
- 5. Dress appropriately:** Dress in professional attire suitable for the industry and company culture. If you're unsure, it's better to be slightly overdressed than underdressed. Pay attention to grooming and personal hygiene.
- 6. Practice good body language:** Maintain eye contact, smile, and offer a firm handshake (if applicable). Sit up straight and avoid fidgeting or slouching. Good body language conveys confidence and professionalism.
- 7. Show enthusiasm and eagerness to learn:** Employers value candidates who are enthusiastic about the opportunity and eager to learn and grow. Express your interest in the role and company, and demonstrate your willingness to take on new challenges and responsibilities.
- 8. Be honest and authentic:** Be truthful about your experiences, skills, and qualifications. Don't exaggerate or invent information. Interviewers appreciate authenticity and integrity.
- 9. Ask questions:** Prepare thoughtful questions to ask the interviewer about the company, the role, team dynamics, or company culture. This shows your interest in the position and helps you gather valuable information to make an informed decision if you receive an offer.
- 10. Follow up after the interview:** Send a thank-you email or note to the interviewer within 24 hours of the interview. Express your appreciation for the opportunity to interview and reiterate your interest in the position.

We have technical and business apprenticeship vacancies throughout the year