spark Hire

Video Interview Tips for Candidates

Before your video interview:

- **Set up your recording space.** Find a quiet, clean, and professional-looking area where no one else is around to record your video interview. To avoid looking like a faceless shadow, be sure to have any light facing you and not shining from behind you. You might also want to consider having two lamps surround either side of your face to really make you look good on camera. It's also important that you position yourself in the center of the webcam. Make sure all of your head, neck, and shoulders can be seen.
- **Test your webcam and microphone**. If you are using a computer to complete your one-way, make sure to verify the microphone you are using before recording. Additionally, you should always play back your first recorded answer to make certain that your audio and webcam are working properly. If you don't see yourself on the screen when recording, that means your webcam isn't properly connected or verified. Don't make the mistake of continuing to record if this is the case.

Things to avoid doing in your video interview:

- **Skimming instructions**. It's always important to thoroughly read instructions provided to you, especially if you're about to do something that you may not be totally familiar with. If you carefully read the one-way interview instructions, you can avoid delays in completing your interview.
- **Not speaking clearly**. Don't force a recruiter or hiring manager to turn up the volume or strain their ears to hear your answers to their interview questions. Speak loudly and clearly so that you can be understood. It would be a shame for your one-way interview to be passed over just because the person reviewing it had no idea what you were saying.
- **Getting too comfortable.** A great thing about one-way interviews is that they're convenient for both employers and job seekers. You can complete your one-way from anywhere via your mobile phone or from the comfort of your own home using a computer and webcam. However, you should still be professional and treat the one-way interview as if it were a traditional in-office interview. Dress appropriately from head to toe; don't pair your dress shirt and blazer with pajama pants and slippers. Also, now's not the time to get cozy in your favorite armchair. Be aware of your posture and

make sure you are sitting up straight to show that you are confident and taking the interview seriously.

- **Being unprepared.** Your preparation for a one-way interview should be no different from how you prepare for an in-person interview. Rehearse your responses to the interview questions so you can sound natural and sincere when you're ready to record.

Dressing for your video interview:

- **Pick an outfit the way you would for an in-person interview.** Choose clothes that fit you well; nothing baggy or too tight. Furthermore, be sure to dress appropriately from head-to-toe. In a one-way interview, you'll most likely be seated the whole time, but wearing a complete interview outfit can help you to focus and maintain the state-of-mind needed for having a successful interview.
- **Avoid white.** Most people will equate white clothing with looking clean and very presentable. That can work for in-person interviews, but on camera white is not a wise choice. White clothing will appear brighter on camera and may overpower your face, potentially making eye contact difficult. Instead, choose darker colors like navy and avoid patterns - solid is the way to go!
- **Avoid too much/flashy jewelry**. While you may think that new necklace would go perfectly with your cardigan, it's best to wear minimal jewelry for a video interview. You should also stay away from especially shiny jewelry that could catch the light on camera.
- **Don't forget the basics.** A video interview is no less formal than an in-person interview, so men, don't think you shouldn't have a clean-shaven face. And women, keep your makeup minimal and conservative.

THANK YOU FOR PARTICIPATING IN THE SPARK HIRE INTERVIEW FOR MSD WASHINGTON TOWNSHIP!