

# CHEAT SHEET: I.T. JOB INTERVIEW TIPS

## Prepare to impress with these expert IT job interview tips

How can you stand out among the ever-increasing pool of IT job seekers? Follow this advice to make the most of your next IT job interview.

### 1. Do your research

Too many candidates fail to thoroughly research the employer before the interview.

“Be able to speak about their products and services, what challenges or competitors the company may have and any ideas you can add to the conversation,” says John Reed, executive vice president of [Robert Half](#).

### 2. Keep the resume concise

Keep it under three pages, and make sure it’s not merely a list of your job history.

“You only have a minute—or sometimes just a few seconds—to stand apart from the competition, so keep it easy to read and to the point. Be sure to emphasize meaningful metrics (ROI) and business outcomes rather than simply list your previous jobs and responsibilities,” says Kelly Doyle, managing director at [Heller Search Associates](#).

### 3. Don’t embellish on a resume

You’ll likely have some form of tech screening as part of the interview process.

“If a job seeker says they have knowledge with a certain program, but it’s minimal (or even nonexistent), it will come out in an interview, putting them back at square one,” says Brandon Parezo, team lead of technology services at [LaSalle Network](#).

### 4. Treat virtual interviews the same as in-person meetings

Don’t be casual: First impressions still count.

“Be early and make sure your Internet connection, Skype, and your webcam are all working properly at least 10 minutes before the scheduled interview time. Make sure to be in a quiet, well-lit place,” says Parezo.

### 5. Social niceties matter

Mind your manners.

“When you show up for the interview, demonstrate your interpersonal skills with a firm handshake and attentiveness throughout the conversation. And always send a thank-you note after an interview,” says Reed. “Little things like these can make a lasting, positive impression with hiring managers.”

### 6. Prepare to speak about your fit for the specific role

Tailor your interview responses for the specific role.

“When preparing for an interview, candidates should print out the job description for the role and highlight the areas they have experience in,” says Parezo. “Then, reflect on projects and tasks they’ve worked on that showcase that experience. Professionals should talk about the skills gained doing those projects and how they have prepared them for the role they’re interviewing for.”

### 7. Prepare three questions to ask

Never end an interview without asking a few questions.

“The most disappointing response I get at the end of an interview I conduct is when a candidate responds with, ‘No, all my questions have been answered,’” says Colleen Schlagel, chief talent officer at [Sovos](#). “This is a missed opportunity.”

Questions you can use include:

- How would you describe the culture of the company?
- Why are you passionate about working here?
- Who is the top performer on the team and why?

### 8. Find common ground

Look for ways to connect during the interview by pointing out any shared interests.

“Ask who you will be meeting with and research that person on LinkedIn. Find any common interests or different backgrounds you can bring up or ask about in the interview,” Schlagel says.