



10. VIDEO INTERVIEWS

BE SEEN. BE PREPARED. BE YOUR BEST.

Video interviews are now a common part of the recruitment process. With the right preparation, you can present yourself confidently and make a strong impression on screen. ❤️

IN THIS GUIDE

- ✓ What is a video interview?
- ✓ How to prepare your space and setup
- ✓ Tips for looking and sounding your best
- ✓ How to handle common challenges
- ✓ Key things to remember

1. WHAT IS A VIDEO INTERVIEW?

- ✓ An interview conducted online using video platforms.
- ✓ Can be live or pre-recorded.
- ✓ Used to assess your suitability for the role.

💡 It's your chance to show your skills and personality on screen.

2. PREPARE YOUR ENVIRONMENT

- ✓ Choose a quiet, private space.
- ✓ Keep the background clean and uncluttered.
- ✓ Ensure good lighting (face a window or light).
- ✓ Check your internet connection is strong.

🏠 A calm, professional space helps you focus and impress.

3. CHECK YOUR TECHNOLOGY

- ✓ Test your camera, microphone and speakers.
- ✓ Close unnecessary tabs and apps.
- ✓ Ensure your device is charged or plugged in.
- ✓ Have a backup plan (phone hotspot, spare device).

⚙️ Good tech = a smooth, stress-free interview.

4. LOOK AND SOUND YOUR BEST

- ✓ Dress as you would for an in-person interview.
- ✓ Sit upright and centre yourself in the camera.
- ✓ Look at the camera, not the screen.
- ✓ Speak clearly and at a steady pace.

👤 Your appearance and voice build confidence and trust.

5. ENGAGE AND COMMUNICATE

- ✓ Greet your interviewer with a smile.
- ✓ Listen carefully and answer clearly.
- ✓ Use natural hand gestures – don't overdo it.
- ✓ Show enthusiasm and interest in the role.

❤️ Engagement shows you're confident and genuinely interested.

COMMON VIDEO INTERVIEW QUESTIONS



TELL ME ABOUT YOURSELF

"Can you give me an overview of your background and experience?"



WHY THIS ROLE?

"Why are you interested in this role and our company?"



YOUR STRENGTHS

"What are your strengths that make you a good fit for this role?"



YOUR EXPERIENCE

"Can you tell me about your relevant experience?"



HANDLING CHALLENGES

"Can you give an example of a challenge you faced and how you handled it?"



ANY QUESTIONS FOR US?

"Do you have any questions about the role or the next steps?"

DO'S

- ✓ Do test everything before the interview.
- ✓ Do dress professionally from head to waist.
- ✓ Do maintain good eye contact (look at the camera).
- ✓ Do speak clearly and confidently.
- ✓ Do prepare notes and have them handy.
- ✓ Do thank your interviewer at the end.



DON'TS

- ✗ Don't have distractions (TV, phone notifications, background noise).
- ✗ Don't sit with a window or strong light behind you.
- ✗ Don't look at your own image on the screen.
- ✗ Don't eat, drink or chew gum.
- ✗ Don't fidget or overuse hand gestures.
- ✗ Don't forget to follow up if advised.



REMEMBER

Preparation, professionalism and positivity are key.
You've got the skills – now show them on screen! ❤️