Job interview is a formal meeting between two people (Interviewer and interviewee). The interview is conducted to ask questions and obtain information from the interviewee. An Interviewer is the one who asks questions and an interviewee is who answers the questions.

**Tips that help you to get the job.**

* Dress formally, and not casually. Have a pleasing appearance as the candidate’s personality is a significant part of the communication.
* Always carry an extra CV, a notepad to write on, a pen, and all essential things required in an interview.
* Practice, practice and practice in advance. Prepare and rehearse for the unexpected also.
* Research a lot about the organization/company for which you are being interviewed.
* Be punctual. Try reaching before time for the job interview.
* Do not indulge in a fight or argument with the interviewer.
* Do not make negative statements or comments about your past employer.
* Your body language should be positive during the interview, i.e., maintain an eye-to-eye contact with the interviewer, sit in well balanced and confident posture, do not lean on the table, do not yawn, smile when appropriate, etc.

**The most common question in job interviews**

The interviewer will ask a series of questions designed to get a better sense of who you are, the following examples are seen as the most repeated questions asked by the interview.

* **Tell me about yourself: try** to answer questions about yourself without giving too much, or too little, personal information. You can start by sharing some of your personal interests and experiences that don't relate directly to work, such as sharing some fun facts
* **Why Are You the Best Person for the Job?** Make your response a confident, concise and focused. This is a good time to review the qualifications and the requirements in the job listing, so you can craft a response that aligns with what the interviewer is looking for.
* **Why are you leaving (or have left) your job?**  The interviewer wants to know why you left your job and why you want to work for their company. When asked about why you are moving on from your current position, stick with the facts, be direct, and focus your answer on the future.
* **What Is Your Greatest Strength?** When you're answering this question, remember to “show” rather than “tell.” For example, rather than stating that you are an excellent problem solver, instead [tell a story](https://www.thebalancecareers.com/anecdotal-interview-questions-2061159) that demonstrates this, ideally drawing on an anecdote from your professional experience.
* **What Is Your Greatest Weakness?** Every candidate should know how to answer this question: Just pick an imaginary weakness and magically transform that flaw into strength in disguise! For example: "My biggest weakness is getting so absorbed in my work that I lose all track of time".-
* **How Do You Handle Stress and Pressure?**  The best way to respond to this question is to share an example of how you have successfully handled stress in a previous position. Avoid claiming that you never, or rarely, experience stress. Rather, formulate your answer in a way that shows how you dealt with difficult situations and how you’ve overcome it.
* **Where do you see yourself in five years?**The interviewer wants to know if you are ambitious and if the job suits your goals. You might say, "I see myself, using the skills and perspective I gain in this position to understand the daily operations well enough to do that effectively." Be prepared to be specific about the skills you hope to gain.
* **Do you have any questions? It is important to ask questions to learn about the company and the job's challenges. In some cases, the interviewer will be listening for the types of questions you ask. The**[**best questions**](https://www.monster.com/career-advice/article/nine-questions-to-ask-interview)**will come as a result of listening to the questions the interviewer asks you.eg. When can I expect to hear back? What do you enjoy most about working here?**