



HOUSING DIVERSITY NETWORK

APPLICATIONS & INTERVIEWS – TOP TIPS TO HELP YOU SUCCEED

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THE MOSSCARE HOUSING GROUP





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Agenda:

- Applications
- Interviews
 - Practical session
- Answer any questions

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Applications – top tips

- Start with research
- Tailor, tailor, tailor
- Keep it concise
- Tell your story

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Applications – top tips

- Address the person specification
- Sum up
- Step away and proof read
- Keep a copy!

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Interviews – top tips

- Don't forget the basics!
- Be prepared
 - Do your research
 - Know your application

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Interviews – top tips

- **Be prepared**
 - **Anticipate questions**
 - **Practice makes perfect**
- **Manage your nerves**
- **Think Body language**

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Interviews – top tips

- Listen
- Be prepped for answering
- Asking questions
- Closing the interview

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Practical session

- Think about how you would answer these questions:
 - What is your greatest weakness?
 - Tell me about a time when you took the lead on a difficult project

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Thank you & Good Luck

- Any questions?

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