

# DEALING WITH INTERVIEW NERVES

Interview anxiety is a common experience, but with the right strategies, you can manage and overcome it. Here are some tips to help you reduce anxiety during a job interview:

## 1. **Acknowledge Nervousness:**

- It's perfectly acceptable to acknowledge your nervousness to the interviewer. You can say something like, "I'm really excited about this opportunity, but I have to admit I'm a bit nervous." This can actually humanize you and make the interviewer more understanding.

## 2. **Use Your Resume as a Reference:**

- Having a copy of your resume with you during the interview can be a helpful safety net. You can refer to it if you need to recall specific details about your work experience, accomplishments, or dates. Just be sure not to rely on it too heavily; use it discreetly and sparingly.

## 3. **Prepare Talking Points:**

- Along with your resume, jot down a few key talking points or notes that you want to make sure you cover during the interview. These can serve as reminders and help you stay on track.

## 4. **Practice Active Listening:**

- Actively listening to the interviewer's questions can help divert your focus away from anxiety. Concentrate on fully understanding the question, and take a moment to gather your thoughts before responding.

## 5. **Turn Nervous Energy into Enthusiasm:**

- Instead of fighting your nervous energy, try to channel it into enthusiasm for the role and the company. Show your passion for the opportunity.

## 6. **Stay Engaged and Confident:**

- Maintain eye contact, nod, and use affirming body language to show your engagement and confidence, even if you're feeling nervous internally.

## 7. **Remember It's a Conversation:**

- Remind yourself that the interview is a two-way conversation. It's not just about the employer evaluating you; it's also an opportunity for you to assess if the company and role align with your goals and values.

**8. Practice Beforehand:**

- Conduct mock interviews with a friend or family member where you intentionally bring up your nervousness. This can help you practice acknowledging it and managing it in a real-time setting.

**9. Focus on Your Strengths:**

- Concentrate on highlighting your strengths and qualifications. Remember, the interviewer is interested in what you bring to the table.

**10. Take Your Time:**

- Don't rush through your responses. Take a moment to collect your thoughts before answering questions. It's okay to pause briefly to gather your ideas.

By incorporating these strategies, such as acknowledging your nerves and using your resume as a reference, you can build confidence and manage interview anxiety more effectively. Remember that interviewers are often understanding and empathetic, and they want to see you succeed.