



GROUP INTERVIEWS

For many organisations looking to fill multiple vacancies, especially industries such as retail and hospitality where customer interaction is the main focus of the job, a group interview is the fastest way to test an applicant's communication skills.

The job applicant is not always aware that they have been invited to a group interview. Sometimes they are notified of a time and date, only to arrive and find a large group of applicants who have been notified of the same time slot.

This is a cheap and easy way for the employer to compare and contrast candidates, observe how they perform under pressure and assess how each individual works as part of a team.

Personal appearance is extremely important in any interview situation. Make sure that you are clean and tidy and dressed appropriately for the industry.

1. Arrive early –

Remember that you can expect to be monitored/observed from the moment you enter the building.

When you're competing against a number of other candidates, it's essential you make the most of every opportunity to stand out –and not be remembered for the wrong reasons. Arriving early shows good time management and respect for the organisation conducting the interview.

Be polite and friendly with everyone you come into contact with, and remember that everyone who works there may be asked for input.

Don't be the person who sits quietly and checks their mobile phone. Grab the opportunity to introduce yourself to others and start a conversation. Remember that they will be selecting candidates who can demonstrate that they can start a conversation with a total stranger.

- 2. Prepare your introduction** – You will probably be asked to say a few words about yourself. To avoid embarrassing situations, prepare your answer the day before. Just two or three sentences about yourself including why you want to work there.
Remember: only make positive statements about yourself. Don't say anything which could be perceived in a negative way.
- 3. Body language** –can make all the difference. Make good eye contact and sit up straight, showing your interviewers that you're genuinely interested in what they have to say. Slouching or leaning back too far in your chair can indicate that you are not seriously interested in the position.



4. **Research** –make sure that you look at the company website beforehand so that you know what their business is and their target market. You should know if they have an advertising slogan, and their mission statement/values.
5. **Be inclusive** – You should expect some kind of group activity which is designed to assess leadership skills as well as negotiation skills. Remember that part of good leadership is the ability to ensure everyone’s opinions are heard, not just voicing your own. Try to approach problem solving activities in a democratic way, and make sure that you give reasons for your suggestions or opinions.