



## INTERVIEW PREP COURSE

Whether you are interviewing for college, an internship or your first job, knowing how to present yourself is key. Before you are admitted into a college or hired anywhere, you'll have to ace the interviewing process. This class is designed to give you the skills and the tools to make you stand out above the rest.

### Program Highlights Include:

- ◆ Interview Preparation- getting ready.
- ◆ How to pick the proper interview attire
- ◆ How to make a stand out first impression
- ◆ The basics of face to face interaction and good body language
- ◆ How to shake hands and make eye contact
- ◆ How to handle tough questions
- ◆ How to sell yourself
- ◆ Conversation Skills
- ◆ Questions to Ask
- ◆ Thank You Notes
- ◆ Follow Up
- ◆ Netiquette (online do's and don'ts)

### Rates:

**Per individual**

**\$75/ 1 Hour**

**Group rate (2-4 individuals)**

**\$150/ 1 Hour**

Please email [kdood@verizon.net](mailto:kdood@verizon.net) to make arrangements in the comfort of your own home or at a designated location.