



Nine Interview Basics for a Good Interview:

1. Start and end on time.
2. Clarify & explain the overall interview process.
3. Don't allow outside interruptions.
4. Encourage candidate to talk:
Candidate should talk: 75-80% of the time!
5. Maintain eye contact.
6. Use the candidate's name.
7. Allow silence.
8. Be pleasant, but response-neutral.
9. Listen aggressively.*

*For more on how to Listen Aggressively – check out free materials here:
<http://www.pricelessprofessional.com/charismatic-leadership.html>