



Acing the Second Interview

While everyone would agree that first impressions are the most important, some of us ignore the impressions we give the second time around. This is especially true when it comes to the second job interview. Obviously if you got the call for the second interview, it means they were impressed, and now they want to know more. How will you make sure that your second interview lands you the job? To help you seal the deal we have put together some of the most beneficial strategies from top executives and consultants.

According to Shakeel Shaique, VP of Yoder Industries, the most important thing you can do to help you ace your second interview is to review the notes you took from your first interview. "Take a look at the response you received from the people that interviewed you during phase one. Take note of who they were in the hierarchy and how they understood the qualifications were to be met." If during your first interview you met with three or more people you probably met with an [HR representative](#) and two or three other key people in the company.

Did you pay attention to what each of them were looking for in the position you were applying for? The higher up they are in the company the more you are going to want to focus on what their interpretations of the [job](#) are. Now take a look at your work history and accomplishments. When you sit for that second interview you are going to want to address those key points with specific accomplishments you have made. How did you go about achieving those points in your last position?

This is a part of your strategic plan. According to Dean Tracy, executive coach and consultant you need to go into that second interview with a plan on how you are going to help this company meet the objectives they laid out in front of you during the first interview. They know, based on your resume and the first interview, you should be able to do it, now they need to hear how you are going to tackle the obstacles they are having.

Mr. Shaique goes on to explain that it is more than just telling them what your strategic plan is, you need to be able to go into detail on how you will implement that plan. Make sure that you are asking the right questions and that you start your conversation with a waver, "From my current limited understanding of how your business operates have you considered doing..." This lets the employer know that you know what you are talking about and how to get the information needed to produce a positive outcome. Mr. Dean states that if you use this plan carefully and properly it will be

the "difference maker" between you and the next candidate.

There are three key items the interviewers are going to look for during this interview as they assess your proposition. They want to see that you have vision, that you can establish trust with clients and colleagues, and that you have the ability to set goals and objectives.

What does this mean exactly? You should know the vision of the company or department you are going into. You need to show them that you understand where they are and where they want to be and how you are going to help them get there. To do this, you need to have a working knowledge of the products or services they offer. You will also need to demonstrate how you will fulfill your obligations by giving clear examples of goals and objectives you would set, and how you would work through those initiatives with colleagues.

Establishing trust with your colleagues and your clients is essential to your success in your new position. People need to know that you can be relied upon and you can deliver what it is you are telling them. How will you establish trust? In your plan you need to include how you will make introductions. This will include meeting with key stakeholders in the company or department. This will not only allow you to get their perspectives on the company and the projects they have, but it will also give you the chance to show off your skills.

You also need to share expectations. It's important for you to understand what are the expectations of your leadership team. This is essential to your success. Make sure that the goals you set for yourself are in line with the revenue objectives of the company. You also need to show how you will partner up with leadership team to create goals that are attainable and fall inline with company objectives.

Your goals and objectives need to be clear and well defined. Make sure you have a clear plan on how you will accomplish those goals. For every objective that you list you should also



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have a clear-cut methodology on how you are going to attain those objectives. This is important, you not only have to talk the talk but you have to be able to walk the walk.

The key to getting the job you want is acing that second interview. With the tips that we have provided from one of the top executive coaches and one of the top executives in the industry you are sure to get the job you are after.

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