

How To Get That Job: Tips On Employee-Readiness From A Managerial Perspective



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When you're on the job hunt, making your application and resume appealing is only half the battle. You also have to be prepared for the interview and what follows, and many employers in today's job market don't believe that new hires have quite what it takes to impress with what they call "soft skills". This means showing up on time, being ready for the job at hand, being reliable, and being professional in all matters.

Being qualified just [isn't enough](#); you also have to have knowledge on how to speak professionally and engage customers in a way that will keep them coming back, as well as how to engage with your co-workers. Fortunately, there are several simple things you can do to impress potential employers. All it takes is a bit of preparation and research.

Here are some of the best ways to get started.

Do your homework

Put yourself in the employer's shoes; would you want to hire someone who came into an interview with no knowledge of the company or how it worked? Probably not. Do a little [research](#) beforehand and find out the basics about the business, such as when it was founded and by whom, how many locations there are, what their values are, and the job description you're applying for. Being able to casually speak about these facts during the interview will give you a leg up against the competition. Get to know what they're looking for and what they're *not* looking for; [Homeadvisor.com](#) has actually put together a helpful guide that can assist you in finding out what employers want.

Mind your manners

One of the biggest complaints from employers these days is that potential hires don't know how to speak and [act professionally](#). Even if this is a casual interview where the employer is wearing jeans, you still want to show that you understand the facets of business. Speak professionally using business terms, use formal salutations (such as Mrs. or Mr.), and try to avoid using a lot of "ums" and "yeahs". It's okay to take some cues from the employer on conversation, but keep things light and don't offer too much information on yourself unless the interviewer asks.

It might be helpful to ask a friend to do a mock interview with you so that you'll feel prepared when the time comes. Go over potential questions the interviewer might ask and think hard about your answers, and also think about some things you want to ask about the company. A few well-placed questions will show that you really care about this job.

A good interview means listening, as well. Pay close attention to what your employer is saying and interject occasionally with a question or comment. It's important not to interrupt, however.

What does it take to make a great employee?

Once you get the job, you still need to make a good impression on your employer. Show up on time every day (or a bit early), ready to work hard. Everyone gets sick now and then, but the first few months of a new job is the worst time to call in, so try your best to stay well or tough it out. This will show your boss that you take your job seriously, a valuable trait in today's job market. Being prepared for the job means being willing to jump right in and tackle it with both hands; show that you know how to work under pressure and you might just find yourself getting a promotion sooner rather than later.

Landing the [perfect job](#) can happen; it just takes a bit of preparation and some hard work. Treat your interview like it's one of the most important days of your life; your employer will see how hard you've worked for it.

Management is always looking for professional people who work hard and show a positive attitude. If your employer sees these traits in you, you'll be first in line for receiving additional duties and growth opportunities within the company.