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A job interview is one of the most stressful situations we can put ourselves in. We have only a short amount of time to sell ourselves, to prove that we are worthy of the job being offered.

There are many ways to prepare for an interview and different strategies for coping with the interview itself. However, there are some **pitfalls** that every interviewee should try to avoid.

Don't lie! Everyone exaggerates on their CV, don't they? Well, that's fine unless you get **caught out**. That shows the interviewer that you are dishonest. Probably not one of the **character traits** they're looking for.

Find out about the company you are applying for. That means more than a quick internet search. It's easy to come up with a few **superficial** things but a **wily** interviewer is likely to **see through the veneer** if you really know nothing about the company. The only sure solution is to prepare thoroughly.

Be presentable. This means more than just wearing appropriate clothes. As well as dress, there's body language, the way you shake hands, the way you sit, the tone and pitch of your voice. Every **mannerism** is **scrutinised**.

However, not every aspect of the interview can be prepared for. Facebook CEO Mark Zuckerberg says there's just one test he uses for potential employees.

He would only hire someone he himself would want to work for.

So far, it seems the test has served the billionaire **entrepreneur** well.

He employed Sheryl Sandberg as his chief operating officer and now considers her a **mentor**.

Facebook has more than a billion users but its **workforce** is relatively small, with fewer than 10,000 people employed by the company.

Zuckerberg says the most important thing when looking for a job is to "just have faith in yourself and trust yourself".

## **Vocabulary**

### **pitfalls**

possible problems that can be anticipated

### **caught out**

discovered doing something wrong

### **character traits**

elements of your personality

### **anarchic**

without rules, order, or control

### **superficial**

simple, not very detailed

### **wily**

smart, intelligent

### **to see through the veneer**

to realise easily that your knowledge is not very detailed

### **mannerism**

someone's individual way of speaking or moving

### **scrutinised**

examined on close detail

### **entrepreneur**

someone who starts their own businesses

### **mentor**

someone who gives advice, support and encouragement; a role-model

### **workforce**

all the people who work for a company

This story is based on an original BBC News story:

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