

## CAREER CONTROL: TOP 10 TIPS TO MAXIMISE YOUR INTERVIEW IMPACT - DAILY MAIL

So you've scanned the job market, submitted your application form and been invited to the next stage. Preparing well for an interview will pay dividends. You'll walk into the room with a confidence and competence that will set you apart from other candidates. An interview is a not-to-be-missed opportunity to meet your possible future colleagues. They're not the only ones making decisions – you'll also be sizing up whether you want to work with them. An interview is the first real opportunity you'll have to start to build a relationship with people who may be pivotal to your career success for many years to come. Entry is everything so think about how you want to “show up” at the interview. What qualities do you want to demonstrate? Decide in advance how you intend to come across – for example as confident, reliable, dynamic. Write a ‘to be’ list and identify ways you can transmit the qualities you want to broadcast. For example, to show confidence, make sure you can talk fluently about your strengths and successes without bragging. Transport Secretary Justine Greening was demoted today as the Government prepared for a U-turn on building a controversial third runway at Heathrow. She was moved to the International Development portfolio just a week after she threatened to quit the Cabinet if David Cameron pursued the unpopular expansion of Britain's biggest airport. If the Prime Minister decided to back a third runway it would go against one of his key election pledges in 2010. Ms Greening was pictured looking glum as she left Downing Street this morning after Mr Cameron told her she was out of the Transport job and would be replaced by Patrick McLoughlin. She had been in the Prime Minister's office for more than an hour before rushing out of the door and into a waiting car without speaking to reporters. Soon afterwards Boris Johnson, who is more popular than rival David Cameron according to opinion polls, weighed in and said Greening's demotion shows the Prime Minister is intent on the 'simply mad' expansion of Heathrow Airport. The Mayor of London warned he would fight any moves to build a new runway 'all the way' and accused ministers of failing to be straight. Calling Greening a 'first-rate transport secretary' he said: 'There can be only one reason to move her - and that is to expand Heathrow airport. It is simply mad to build a new runway in the middle of west London. Nearly a third of the victims of aircraft noise in the whole of Europe live in the vicinity of Heathrow. Now it is clear that the Government wants to ditch its promises and send yet more planes over central London. The Prime Minister is known to be a fan of technology ever since it emerged that he's addicted to playing Fruit Ninja on his iPad. But today David Cameron truly cemented his reputation as a man of the modern world by announcing his cabinet reshuffle on Twitter - in 140 characters or less. In a series of micro messages from behind the door of Number 10 David Cameron told his 2million followers exactly who he'd decided to hire and fire Read more: <http://www.dailymail.co.uk/news/article-2198115/Cabinet-reshuffle-Cameron-announces-hes-hired-fired-Twitter.html#ixzz25XJtq4up> But at 10am the PM proved he too is a social media fan by tweeting more than 14 times about various new appointments from his @number10gov account, including the sensational appointment of Culture Secretary Jeremy Hunt as Secretary of State for Health. He replaces Andrew Lansley who has been spectacularly sacked because of his failure to push through NHS reforms and made Leader of the House of Commons instead. It's the first time a prime minister has used Twitter to announce a cabinet reshuffle and shows just how significant social media has become - even within the government. Normally cabinet reshuffle details come via more formal statements released to the media or via announcements in the House of Commons. This morning, Lady's Warsi's online announcement prompted outgoing Welsh Secretary Cheryl Gillan to also announce her own job loss on Twitter. Replying to Lady Warsi's tweet she said: 'signing off @Welsh\_Secretary too but I agree great privilege to serve in cabinet but can serve party from back benches too.' Later Mr Cameron tweeted that Justice Minister Kenneth Clarke had been appointed Minister without Portfolio - a demotion from his Justice Secretary role which has been given to Chris Grayling - also announced on the micro-blogging site. Further announcements including the demotion of Justine Greening, who was stripped of her role as Transport Minister and handed the Secretary of State for International Development job, with Patrick McLoughlin stepping into her former role. Meanwhile Maria Miller was named Secretary of State for Culture, Media and Sport and Minister for Women and Equalities. It's not clear if it is Mr Cameron himself posting the messages - it's more likely to be one of his aides familiar with the ins and outs of Twitter. The third runway would mean more traffic, more noise, more pollution - and a serious reduction in the quality of life for hundreds of thousands of people. He said that a new four-runway airport should be built instead, preferably to the east of London, to address the growing need to expand the UK's aviation capacity. The Mayor for a new 'Boris Island' airport to be built in the Thames Estuary. It would also have high speed rail links to the rest of Britain and Europe via the Channel Tunnel. 'It is time for Patrick McLoughlin to look at all the options, including bolder solutions that would deliver massive benefits in jobs and growth,' he said. 'And it is time for the Government to level with Londoners: are they in favour of a third runway at Heathrow or not?' Ms Greening, whose Putney constituency lies under Heathrow flightpaths, has been a vociferous opponent of a third runway. Pressure groups rushed to her defence today. AA president Edmund King said it was 'a great shame' she had been 'pushed through the revolving doors of the Department for Transport'. 'The problem with ever-changing Transport Secretaries is that transport is about long-term planning. You cannot change things overnight.' Friends of the Earth's executive director Andy Atkins said: 'Justine Greening is a victim of intense aviation lobbying over airport expansion - and an economic argument that simply doesn't add up. She's been shunted out of her transport job because of her opposition to a third runway at Heathrow.' Her stance appeared to lie behind Prime Minister David Cameron's decision to shift her to the international development brief and replace her with ex-chief whip Patrick McLoughlin. Downing Street insists the Government's position is unchanged since the coalition agreement of 2010, which committed ministers to scrapping extra runway plans drawn up under Labour. But it has launched a consultation process on future airport capacity and Chancellor George Osborne sparked speculation over a possible U-turn by saying he believed more runway capacity was needed in the south-east of England and all options should be examined. Prominent Tory MP Zac Goldsmith last night threatened to quit 'immediately' if the party softens its opposition to expansion at Heathrow Airport. David Cameron is set to order an independent commission into the future of Britain's airports in a bid to end Tory infighting over the issue and secure a wider political consensus. Mr Goldsmith, a former adviser on the environment to David Cameron, said he would quit immediately if this happens, triggering a by-election in his Richmond Park constituency in London, which lies under the Heathrow flight path. 'I promised before the election that if the Conservatives perform a U-turn on Heathrow, I would trigger an immediate by-election so that local voters can have their say,' he said. 'Clearly, I would honour that commitment.' He tweeted this morning as Greening was replaced: 'Real leadership requires clarity, not subterfuge. It's time for the Govt to be honest: has it changed its view on Heathrow; yes or no?' It came on a day of upheaval caused by David Cameron's reshuffle. Jeremy Hunt was promoted to Health Secretary today as the line-up of David Cameron's reshuffled Cabinet began to take shape. The senior Tory, who came under huge pressure as Culture Secretary earlier this year over his role in the BSKyB takeover bid, replaces Andrew Lansley who becomes Commons leader.

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