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## KEY THOUGHTS ON INTERVIEWS

Three factors which are true in job hunting are:

- The selection-hiring process is a screening out procedure.
- Everyone will hunt for a job at least once.
- The average person knows or learns his/her job but doesn't know how to look for a job. Job hunting skills are infrequently used and usually are not taught in school.

**Some Fundamentals** Prepare for the interview. The 5 to 20 minutes or more you spend in an interview will affect your future. Plan to sell yourself by stressing user benefits. Follow a specific plan to reach your job objective. Indicate what, how and when it is to be done. You can under-prepare and fail or over-prepare and succeed. In fact, it is almost impossible to over-prepare for an interview. [Read More](#) Where can you find the most jobs? [Click here](#).

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