

## PREPARATION FOR YOUR INTERVIEW

**References**-bring a list of 3 references; do not use family members

**Portfolio**- prepare a sample of documents, projects and pictures representing your skills and achievements in a notebook or portfolio binder

**Know your employer**-learn about the company

**Be prepared** to emphasize your strengths and how they fit the job

**Dress up**-first impressions are lasting

**Bring** several copies of your resume, a pad of paper and pen to make notes, and your personal identification documents (social security card, driver's license)

**Arrive early** and call if you are delayed or need to reschedule