

Ready for your Interview?

30-minute prep checklist

Save this for interview day!



0–5 mins | Get organised

Confirm time + location / video link
Plan travel and save contact numbers



5–10 mins | Understand the role

Re-read the job advert
Pick 3 key skills to prove



10–15 mins | Your 30-sec intro

What you do now → recent experience → what's next
Keep it short and confident



15–20 mins | Common questions

Leaving reason, strengths, salary
Have 1 example ready (busy day/complaint)



20–25 mins | Questions to ask

What does success look like in 3 months?
What training or progression is available?



25–30 mins | Final checks

Re-read your CV
Phone charged & licence/certs ready