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10 More Things Hiring Managers Won't Tell You (but wish you knew)

Posted by Joan under [Career](#) , [job search](#)



In my **last post**, I listed 11 tips from actual hiring managers to help you make a positive impression at your next job interview.

Here are 10 more things they wish you knew, before you showed up in front of them.

1. Emphasize what you can bring to the job rather than what the job can do for you. This isn't the time to share how you hate working weekends, need to leave at 5 PM every day, and really, really hope the people in the work group are "easy to get along with".

2. Be enthusiastic. Enthusiasm for the job is a vital characteristic that an interviewee needs to possess. While a little nervousness is understandable, the person who does not smile or seem to want the job usually does not get the job. Don't be afraid to show a little personality during the interview and allow the interviewer to get to know you as a human being. Similar to many other aspects of life, we like to work with people we like. If you are likable during the interview, and pretty much meet the job qualifications, you'll be hired before someone who is more qualified but who

sat there like a turnip during the interview.

3. A firm, confident handshake is crucial. A great handshake and eye contact are vital to making a good first impression — and this goes for both men and women. Being weak in both of these areas can get the interview off to a bad start. Your handshake and eye contact are indicators of your confidence level and your ability to interact easily with co-workers, company leadership and customers - all critical relationships in a business.

4. The hiring manager does care about your happiness on the job. If you aren't a good fit for the company culture, or don't seem like you'll mesh with the team, you won't be hired. It isn't personal; not everyone fits in well with every organization and, if you're miserable, you not only won't stay at the job very long, there's a good chance you'll make the other team members miserable too.

5. Be realistic about the market value of your background and skills. Your pay will be based on your experience and value to the organization, not to your needs or your lifestyle. Don't ever tell the interviewer how much you "need" to make.

6. Show that you're prepared. Bring a notebook and list of questions. Have copies of your resume available. Be ready and able to discuss points on your resume that speak to the key requirements of the job for which you're being interviewed.

7. Make it easy for the hiring manager. Don't assume he or she knows your resume by heart; chances are, yours is one of 5 or 10 being considered. Point out the parts of your resume that are specifically relevant to the job and be prepared to elaborate on what's written.

8. Follow-up appropriately. A hand-written thank you note is a must; if you don't send one, it says you don't care. An email or phone call a week later is appropriate; numerous or increasingly aggressive calls or emails are the kiss of death.

9. Present quantifiable facts. Don't just say, "I helped improve sales"; say, "I instituted a customer tracking program that increased repeat sales by 28% in the first six months".

- Sample comment: It's not about who could do the job; it's about who has done the job, how well they've done it, and how they compare to the other candidates.

10. Don't lie. Hiring managers and HR depts agree — they DO verify all the info on your resume; they DO check your Facebook and LinkedIn pages; they DO check all your references. Try to pull a fast one, and you'll be out on the street no matter how good your interview was.

I'd love your thoughts on either of these posts — go ahead and hit Comments and share!

Thanks to the following people for sharing their expertise with me for this article:

Lorne Epstein, author of "[You're Hired! Interview Skills to Get the Job](#)"

Tim Maly

Cory Huff, Social Media Specialist

Robert Haufler, Dir of Marketing

Robyn Feinsod, Graphik Dimensions Ltd./pictureframes.com, Mgr of Marketing & Merchandising

Dagmar Eisenbach, Mgr, Global Campaigns at HP

Sarabeth O'Neil McAuliffe, Corporate Office Manager

Shawn Desgrosellier, Pres of Vitality Grp, a Dallas based Exec Search firm

John Haynes Human Resources Professional

Tom Gimbel, Founder and CEO of The LaSalle Network

JR Rodrigues, Co-founder, Job Hunt Express

Clint Cora, Author of "[How To Get A Dream Job In Pharmaceutical Sales - Direct Inside Advice and Guidance From a Sales Manager](#)"

Stephanie Lilly VP of HR, Providence Life Services

John Care, author of "[Mastering Technical Sales : the SE Handbook](#)"

Greg Szymanski

Maureen Mack, HRPrincipal

Kathleen Rich-New, Clarity Works Consulting

Thomas Ellsworth, CEO of GoTV Networks and author of "[The Rat, The Race, and The Cage: A Simple Way to Guarantee Job Satisfaction and Success](#)"

Dan Erling, CPC and Vice President of Accountants One

Allison O'Kelly

Erica L. Nasser, PHR HR Manager,

Natalie Holder-Winfield, Esq., QUEST Diversity Initiatives, LLC
Kari Clift, CPC, Kore Concepts
Ann Hammel, Principal & Executive Coach at L2: Learn & Lead LLC
Chris Laggini, VP of HR, DLT Solutions, Inc



2 Responses to "10 More Things Hiring Managers Won't Tell You (but wish you knew)"

1. *Posts about diversity in the workplace (best posts combined for review) as of September 3, 2009 / Discrimination Law News* Says:
September 3rd, 2009 at 8:26 pm

[...] applies to all aspects of our life including financial, relationships, work, play, and learning. 10 More Things Hiring Managers Won't Tell You (but wish you knew) – blog.achieve-momentum.com 09/03/2009 In my last post , I listed 11 tips from actual hiring [...]

2. *Elcorin* Says:
September 4th, 2009 at 8:40 am

Hi,
Super post, Need to mark it on Digg
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Elcorin

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