



At KPI we offer individually-tailored 1-2-1 interview coaching sessions help you to develop winning strategies, to excel in your interview and ultimately secure your target role. Our expert interview coaches have worked with hundreds of clients, assisting them with a variety of areas, from graduate to C-level, into enviable positions with leading employers.

A confidence-boosting interview strategy

100% of our interview coaching clients report a significant increase in confidence.

Interview session(s), tailored around you:

Run as single or multiple sessions with a highly experienced Interview Coach, each interview package is entirely bespoke, and geared towards helping you secure your target role. With packages ranging from 1.5 - 6 hours, we will arrange your session at a time to suit you.

Take advantage of our expertise:

You will benefit from our insider knowledge of corporate recruitment. We know what makes recruiters tick, what employers are looking for and how hiring decisions are made in Ireland, the UK and internationally. KPI's collective understanding and expertise of the employment market is unparalleled.

Individually tailored sessions can include:

- **Mock Interview:** customised to your chosen role and industry, with practice for competency, standard, technical, pressure and criteria-based interview questions
- **Interview Q&A:** preparing and structuring strategic interview answers to traditional, situational, technical, behavioural and competency-based interview questions
- **Targeted job interview:** preparation, including specific research you can do and question prediction, for your targeted role
- **Story preparation:** strategic guidance on how to structure your interview answers to tell and sell your story. Help your interviewer buy into 'brand you'.
- **Panel, Skype and phone interviews:** different interview situations require different modus operandi. We'll ensure you're prepared for every eventuality
- **Assessment centres:** group tasks and assessment centres can be a daunting experience! We'll help prepare you to excel
- **Finishing up:** interviews are a two-way street; this is your chance to ask about the role and your potential future with the company. We'll prep you for questions to ask at the end, interview closure and follow up
- **Personal interview strategies:** our expert Interview Coaches are ideally positioned to make you more eloquent, help you to overcome interview anxiety, and develop your voice clarity to help you project well
- KPI interview training provides you with a competitive edge to improve your chances of getting the job you deserve

Bronze Interview Preparation Programme

This is ideally suited to interns, graduates and those returning to work. Our bronze package includes advice on the following:

- Choosing the right career/job - strategy
- How to find the jobs you want to apply for



KPI Business Solutions
KNOWLEDGE. PERFORMANCE. IMPACT

- Interview clothing and personal presentation
- Body language - yours and theirs
- Handling nerves
- Selling yourself
- Interview questions and answers - CV led, behavioural and competency interview questions and personal questions
- Explaining gaps on your CV, or, unusual employment history e.g. redundancy etc
- Your questions for them
- How to leave the interviewers with the right impression
- How to follow up
- Second interview questions and answers

Our Bronze Programme is 2.5 hours in duration, run over 2 sessions.

Silver Interview Preparation Programme

Our Silver Programme is the best option if you are interviewing for an internal position at your current company. Internal interviews are tough and competitive and even harder as you have to face the people interviewing you afterwards in your day to day role, let alone the team-mates that you have to beat to get the position. We take you through the whole process in our internal interview coaching programme and make sure you represent yourself to the best of your ability. Internal positions are never to be underestimated, they are as important as the first interview you had at your company and we will tell you why. Our Silver Programme includes the following:

- Role research - what you need to know about it and how to get it
- Company research - making sure you know the developments in your own company
- Body language - so you don't stop making the best impression from start to finish
- Managing nerves
- Interview Questions and how to answer them - including CV led, competency and behavioural questions and personal detail questions.
- Interview questions to ask them
- Second interview questions and answers

Our Silver Programme is 2.5 hours in duration and run over 2 sessions.

Gold Interview Preparation Programme

Our Gold Interview Preparation Programme is the best option for those that have experience with interviews; however there are aspects of their performance or the interview process that they would like to improve on, in order to significantly increase chances of success. Our Gold Programme includes the following:

- The Interview Experience
- Interview Questions and how to answer them - including CV led, competency interview questions, behavioural questions and personal detail questions.
- Company research - what you need to know about them
- Selling yourself
- Body language - so you don't stop making the best impression from start to finish
- Managing nerves
- Explaining gaps, or unusual aspects of your employment history e.g redundancy etc
- Mock interview based on the industry and roles you are applying to



- Extensive feedback based on mock interview
- Interview questions to ask them
- Second interview questions and answers
- Assessment days (if necessary)

Our Gold Programme is 3.5 hours in duration and run over 2 sessions.

Platinum Interview Preparation Programme

Our Platinum Programme is the high end package to go with if you want to cover off all aspects of the interview process. This is our most comprehensive course on offer and covers the following:

- Search Plan - how to find the jobs to apply for
- CV presentation advice
- How to work the application system including using recruitment agents, applying directly and via your network
- Company research - what you need to know about them
- Selling yourself
- Body language - so you don't stop making the best impression from start to finish
- Managing nerves
- The Interview Experience
- Interview Questions and how to answer them - including CV led, competency and behavioural questions and personal detail questions.
- Interview questions to ask them
- Psychometric test advice
- Second interview questions and answers

Our Platinum Programme is 5 hours in duration and run over 3 sessions. This also includes telephone support prior to interviews and analysis after interviews.