



## Twelve Reasons for Rejections

**Poor Attitude.** Many candidates come across as arrogant. While employers can afford to be self-centered, candidates cannot.

**Appearance.** Many candidates do not consider their appearance as much as they should. First impressions are quickly made in the first three (3) to five (5) minutes. Dress based on the company's culture.

**Lack of Research.** It's obvious when candidates haven't learned about the job, company or industry prior to the interview. Visit the library or use the Internet to research the company, and then talk with friends, peers and other professionals about the opportunity before each meeting.

**Not having questions to ask.** Asking questions shows your interest in the company and the position. Prepare a list of questions in advance.

Not readily knowing the answers to interviewers' questions. Anticipate and rehearse answers to tough questions about your background, such as a recent termination or an employment gap. Practicing with your spouse or friend before the interview will help you to frame intelligent questions.

**Too much Humility.** Being conditioned not to brag, candidates are sometimes reluctant to describe their accomplishments. Explaining how you reach difficult or impressive goals helps employers understand what you can do for them. Not relating skills to employers' needs. A list of sterling accomplishments means little if you can't relate them to a company's requirements. Reiterate your skills and convince the employer that you can "do the same for them."

**Handling salary issues ineptly.** Candidates often ask about salary and benefit packages too early. If they believe an employer is interested, they may demand inappropriate amounts and price themselves out of the jobs. Candidates who ask for too little undervalue themselves or appear desperate.

**Lack of Career Direction.** Job hunters who aren't clear about their career goals often can't spot or commit to appropriate opportunities. Not knowing what you want wastes everyone's time.

**Job Shopping.** Some applicants, particularly those in certain high-tech, sales, and marketing fields, will admit they're just "shopping" for opportunities and have little intention of changing jobs. This wastes time and leaves a bad impression with employers they may need to contact in the future.

**Non-Impact Performance.** Unable to give specific or measurable examples of the impact of their performance in a professional business environment. Employers believe that past behaviours are the best predictors of future behaviour. Winners know the score and what it takes to be successful. Have anecdotal stories or examples of success in your presentation.