

TELEPHONE INTERVIEW

If your application is successful, you'll be invited to take part in the telephone interview stage. We'll give you all the instructions you need at the time, but here's some hints and tips to get you prepared:

HINTS AND TIPS

KNOW YOUR STUFF



Just like in the application form, we'll be exploring your motivation for applying for the Armed Forces Transition programme. It is important that you have done your research and you know what we do here at Barratt. We'll also be asking you about your past experiences and looking for you to provide examples of 'what you have done' rather than 'what you could do'. Be prepared to give examples using STAR (Situational, Task, Action, Result) framework to evidence your skills in response to the questions asked. Your responses may come from experiences at school or college, or from the workplace, this may be within Armed Forces or other employment.

TREAT THIS LIKE A FACE-TO-FACE INTERVIEW

Be conscious of your body language. Sit with your back straight and shoulders open. Although the interviewer can't see you, the way in which you present yourself will come across over the phone. In a telephone conversation, a whopping 75% of communication is conveyed through tone of voice; your words only amount to 25%.



LIMIT YOUR DISTRACTIONS



Ensure you are in a quiet, well-lit place and not likely to be distracted by any noise. Check that the environment is appropriate and tidy. This will help you to get in a calm and professional mindset which will hopefully reflect in your tone of voice over the phone.

CHECK YOUR TECH

Make sure you have adequate phone signal strength. Make sure your phone is fully charged and on silent - you want to avoid having unwanted notifications pop up. Ensure you speak clearly and slowly into the phone speaker.



BE TIMELY

Your telephone interview will be conducted on a date and time agreed with you in advance. Ensure you prepare prior to the phone call and are ready 15 minutes before the allocated time. Expect the interview to be conducted on time.

PRACTICE

Consider doing a trial run with a friend or family member; as if it's the real thing. Ask them to call you and run through some practice questions. This will help you become more comfortable with the process.



TOP TIP!

Enthusiasm & confidence - be yourself and please ensure to bring your passion for the Armed Forces Transition Programme and enthusiasm for Barratt across in the telephone interview.

If you have any questions or technical difficulties, email us at recruitment@barrattplc.co.uk

Good luck!