



Richard Denny

Your Success Coach

The media have called Richard Denny '**The Millionaire Maker**'. For over 30 years he has helped thousands of people into financial wealth, and others into greater achievement and happiness. His lectures, books, videos, DVD's and CD's are bought around the world.



10 Tips for securing that dream job

Securing that really good job does require some effort and preparation. Experiencing job satisfaction and looking forward to going to work are, of course, things most of us aspire to and yes, they can be achieved. If we are fortunate we spend one third of our life at work, so it really is important to get a job that is fulfilling. Fascinatingly, if we are happy at work we are far more likely to be happy in our home and private life too and that again, if we are fortunate, takes up another third of our life.

These are a few tips to help with the interview. There is, of course, a lot of other preparation necessary in order to get the interview, but that is a different subject matter. The interview is very important as you want to show your best qualities and attributes to the interviewer and convey the belief, confidence and trust that you could do the job they are hoping to fill. From your point of view, you hope that the interviewer will be trained and skilled in how to interview as, no doubt at some point in your life, you have experienced the frustration of being interviewed by somebody who has not been trained and really doesn't know what they are doing.

1. Prepare a professional and honest CV – if you lie, you will be found out eventually. Do get some help and advice from a professional in the construction of the CV. Most schools, colleges and universities are pretty useless and it's best not to take their advice.
2. Gen up on the employer prior to the interview. This is so easy to do via their website and more importantly it will be expected of you to have done your research.
3. Prepare and write your questions to ask at the interview. It is perfectly acceptable for you to refer to your prepared questions on a piece of paper or notebook. This demonstrates that you have made an effort, as well as showing your organisational skills.
4. It is important to sell yourself. This is not done by talking about yourself, selling yourself is done by showing interest in the other person and the business that you are hoping to join. You can ask questions such as 'how long have you been here?' 'What do you like about the organisation?' 'Why is there a vacancy?' etc.
5. Talk about what you can do for them rather than what they can do for you. Your mind-set should be what contribution can you make or add to. Just remember life is not about taking, a successful and happy life is about giving in all its various forms.



6. Dress for the job you want. People say don't judge a book by its cover', but that is not what happens in reality. Their first impression will be of what they see when you walk into the room. What you wear in your personal or private life is entirely up to you. But you have no right to superimpose that on your place of work where other people's income can also be dependent on what you look like.
7. Find out about training and personal development opportunities. Not only will this be helpful for your own personal career, but also demonstrates your willingness to learn which again will benefit your employer.
8. Make sure you meet the immediate line manager; the person you will report to. This is often best done at the second interview as it is so important that you gel within your immediate reporting structure.
9. Don't ever take a job just for the money, you will end up by being very unhappy.
10. Be enthusiastic – would you employ you? A positive attitude is the most powerful attribute towards securing that dream job, then it's up to you to maintain it and become a safe pair of hands to your employer and then you will get promoted and your salary will increase.

Good luck and great success.