



## **Interview Follow-up**

After the interview is completed it is important to follow-up with the employer.

Some of the ways to follow-up with the employer are:

- Thank you note

Write the note as soon as you get home from the interview  
It is estimated that only half of the interviewees follow up with a note.  
The note may give you the edge in the decision making process.  
Keep it brief  
Tell the employer you want the job

- Follow-up Phone Call

The phone call demonstrates persistence.

Call and introduce yourself.

Let the employer know that you continue to be interested in the position.

If the candidate has been chosen:

Voice your regret and inform the employer that you are available in the event that the job is not filled.

If you decide that you are not interested in the position let the employer know