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10 FOLLOW-UP STEPS AFTER THE JOB INTERVIEW

Career Coach and Author Ford R. Myers Provides Strategies to Help You Get the Offer

Haverford, PA (June 1, 2015) – After an interview, job seekers’ common complaints include, “Why doesn’t the company call me back?” or “I feel like I have no power; all I can do is wait for a response,” or “Can’t I do anything to make the employer say YES?”

“After working as a top-level Career Coach for many years, and helping thousands of clients through the ‘interview maze,’ here is what I tell job seekers: There is no ‘secret trick’ or ‘magic bullet’ that will get the employer to offer you the job,” says Ford R. Myers, career coach, speaker and author of “Get The Job You Want, Even When No One’s Hiring” (John Wiley & Sons, <http://www.getthejobbook.com>).

“You’ll be happy to know, however, that there are some strategies you can use to INFLUENCE the employer’s decision and FINESSE the process. Changing many of your small actions and approaches can actually make a big difference in the outcome of your interviews,” adds Myers.

Here are ten suggestions for navigating through the interview process and following-up:

- 1. Set the stage for effective follow-up.** Developing your follow-up strategy BEFORE the interview will even enhance your behavior DURING the interview.
- 2. Act more like a consultant than an applicant.** Focus on asking intelligent, probing questions about the employer’s business needs, problems and concerns (like a good consultant would). Write down the interviewer’s answers, which will become the foundation for your follow-up steps.
- 3. Don’t rush toward an offer.** The purpose of your initial interview is not to get an offer, but to get invited back for a second meeting – most likely with a higher-level individual at the company.
- 4. Confirm next steps.** Don’t settle for “We’ll let you know” or similar comments that place you in a passive position. Assume a more assertive position, and get a commitment from the employer for “what comes next!”
- 5. Follow-up promptly and compellingly.** Now that your interview is over, be sure to send your thank-you letters as soon as possible. If you promised to send the employer additional documents or information, do so promptly.
- 6. Use every follow-up contact as a chance to build your value.** Identify specific examples when you have successfully addressed similar issues in your career. Most companies want employees who are true

problem-solvers, so this will prove that “you have what it takes” and that you can bring your special value to this organization.

7. Be punctual and persistent. Be meticulous in your business etiquette, which includes consistent, regular follow-ups by phone and e-mail. Be persistent in expressing your sincere interest in the opportunity, but don’t be a pest.

8. Leverage outside resources. If you have contacts and connections with anyone who might influence the hiring decision, or who actually know the interviewer, ask them to “put in a good word for you” after the initial interview.

9. Accept rejection gracefully. You can’t “force” the interviewer to make you an offer, no matter how “perfect” you may have thought the job was for you.

10. Turn defeat into victory. After being rejected, the first thing you should do is to send a thank-you letter. You can really distinguish yourself from the other rejected applicants if you send this sort of polite, professional letter “after the fact.”

By employing these follow-up strategies after the interview, you will improve your chances of getting more offers, and you will also feel more empowered and effective throughout the hiring process!

For more information and other useful tips for achieving career success, visit

<http://www.getthejobbook.com>.

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PHOTO LINKS: A headshot of Ford R. Myers and an image of the GET THE JOB book cover can be downloaded at the bottom of: <http://www.getthejobbook.com/ford-myers-media/>.

FORD MYERS’S YOUTUBE CHANNEL: <https://www.youtube.com/user/careerpotential>

ABOUT: Ford R. Myers is President of Career Potential, LLC. His firm helps clients take charge of their careers, create the work they love, and earn what they deserve! Ford has held senior consulting positions at three of the nation’s largest career service firms. His articles and interviews have appeared in many national magazines and newspapers, and he has conducted presentations at numerous companies, associations and universities. In addition, Ford has been a frequent guest on television and radio programs across the country. He is author of **Get The Job You Want, Even**

When No One's Hiring. More information is available at: <http://www.getthejobbook.com> and <http://www.careerpotential.com>.

AVAILABILITY: Greater Philadelphia Area; nationwide by arrangement via telephone. Available for interviews in print, television and radio.