After the Interview

Thank-You Note

• Immediately write the interviewer a short note, thanking them for their time and reemphasizing your interest in the position.
• Next, do your best to get it to them as quickly as possible. E-mail it, fax it, hand deliver it, messenger it, use overnight mail, whatever. But be sure they have it before the end of the following day. The quicker your letter arrives, the greater the likelihood of affecting a positive impact.

What to Do if the Offer Does Not Come?

All is not lost! Before you start papering your walls with rejection letters, consider the following "resurrection" ideas:

1. The Rejection Reversal Technique
   • Upon receipt of a rejection letter, immediately call the person who wrote the letter to request feedback. "What was I lacking in meeting your needs?" Then listen closely.
   • If you are provided with a valid area of lacking, take note of it and politely thank the manager for taking time to speak with you. However, if the answer is based on an incorrect assumption, you may have an opportunity to correct the error.

2. The Squeaky Wheel Technique
   • One of the more difficult situations in a job search is attempting to move the process forward with a less-than-enthusiastic employer. You can get caught in the waiting game, hoping for the phone to ring. Your job search is your number one priority, but it may be far down the list for the employer. Most job seekers simply give up. Do not include yourself among the quitters.
   • Many jobs have been found through simple diligence and consistent follow-up. If you have an employer who is unwilling or unable to move forward, continue to make regular contact with them.
   • You may find yourself on a weekly schedule of calling only to hear a "nothing has changed" response. If their interest in you has not changed, but has simply stalled, continue your efforts to move the process forward. It may be at the lowest point that the wheel begins to turn.