



“TOP 50”

INTERVIEW GUIDELINES

1. Start and end with “Thank You”
2. Conduct extensive research on the company and its management team.
3. Completely internalize the job description.
4. Bring a positive attitude, smile and energy to every interview.
5. Look up the Top 50 Interview questions by discipline at www.DirectSalesExperts.com
6. Always be on time and log in 3-5 minutes before the call starts.
7. Listen intently to each question and answer succinctly.
8. Always send a “Thank You” note.
9. Dress appropriately for the position and have a professional background behind you.
10. Always have 3 questions to ask the company.

For additional questions go to: www.DirectSalesExperts.com



CRAIG A. FLEMING
FOUNDER AND CEO

ABOUT DIRECT SALES EXPERTS INC.

Direct Sales Experts is a global Executive Search Firm that specializes in “Leadership Identification”. Their focus is the Direct Sales, Network Marketing, MLM, Party Plan and Social Selling channels. At Direct Sales Experts they have spent a lifetime building relationships with the channel’s strongest leaders. By utilizing a network of 50,000 executives, their focus when working for you is to identify, interview, qualify and deliver quickly high performing proven leaders to help grow your business. Many of the world’s leading Direct Sales Organizations seek advice and council on Executive Recruiting, leadership development and succession planning.



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11. Have a glass of water nearby.

12. Never get distracted during the interview.

13. Use powerful words to describe your accomplishments.

14. Always weave facts into your personal stories of accomplishment.

15. Practice, Practice, Practice

16. When asked a tough question always acknowledge by saying: Now, that's a great question, here is my answer. (It will give you time to think)

17. Have your resume in front of you for easy reference and date checking.

18. Mentally, count to 3 before answering each question.

19. Edify your Executive Search Consultant.

20. Never say negative things about your previous company or boss.

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21. Come prepared to talk about where you were at on the Organizational Chart at each company.
22. In describing accomplishments be sure to point out your role and responsibilities in the project.
23. Keep answers short and to the point, don't over share too much information.
24. Make sure to properly explain the answer to each question.
25. Know your numbers and use them to sell yourself.
26. Before each call ask your search consultant for any new insights or feedback.
27. Be conservative in forecasting potential results.
28. Check your lighting, be well lit and eliminate shadows.
29. Never conduct an interview from a cell phone.
30. Customize your answers to the job description.

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31. Read their policies and procedures.
32. Read and understand their Compensation Plan.
33. Look up key executives and know their backgrounds.
34. Look up reviews on Glass Door.
35. Be prepared to explain why you left each company.
36. Know your social media footprint and your numbers.
37. If possible, try out the company's products.
38. Know your key selling points.
39. Be prepared to talk about your key strengths and weaknesses.
40. Know the last 5 books you've read.

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41. Remember this is a sale, you are selling yourself, don't be shy.
42. Be prepared to explain "Why" you're interested in the company and position.
43. Figure out how to get on their side early in the interview.
44. Be confident and assertive while being professional.
45. Do not use industry slang words.
46. Know the latest FTC/FDA rulings.
47. Be prepared to explain how you handled any legal issues at previous companies.
48. Be prepared to talk about the process of "Change Management" and how you have addressed.
49. How have you handled "Compensation Plan" adjustments and describe the process.
50. Close on a positive note, say "Thank You" and express your sincere interest in the company and position.

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