



Phone Interview Preparation Guide

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Congratulations!

Congratulations on gaining a first step with your target company and prospective employer. The phone interview is a crucial piece in the process leading to a job offer. It is important that you prepare ahead of time to increase the chances of moving on to another conversation over the phone or in person with this organization. This document will assist by giving you the tools to tackle the obstacles and maximize the opportunities of this initial phase. Please begin by reading this object lesson.

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