

# Interviewing with us



*Congratulations, you've been called for an interview! Whether you are a prospective intern, a new graduate, or an experienced professional, it's always helpful to prepare in advance for meetings with your potential new colleagues and managers at Willis Towers Watson. Here, you'll find advice and tips to ensure you are prepared for your big interview day, and make the best possible impact.*

## Research

Familiarize yourself with what we do by reviewing our website along with other online sources such as LinkedIn and Glassdoor. Willis Towers Watson's presence on various social media sites is summarized [here](#).

You may wish to review the latest news about our company, by either reviewing our online [press](#) page, or conducting a simple online search. It is also a good idea to read business-focused websites, magazines and newspapers to stay informed of economic and political news.

We do not expect you to be an expert on our company, but successful candidates have either worked in our industry or have researched it and have a general understanding of what we do and how we do it.

## Ask questions

Your research will enable you to create a list of considered questions about Willis Towers Watson as an employer, which will help you to demonstrate a strong interest in the company. Have questions ready for the interviewer on topics such as: key changes in the industry, typical job responsibilities, training and development opportunities. You will also want to prepare questions about the position itself and how it fits into the company as a whole. You can write these down to take into the interview as a reminder.

## Prepare answers

Just as you want to know more about us, we want to know more about you. Be able to answer questions like the ones listed here.

- What do you know about Willis Towers Watson?
- Of all your accomplishments, which makes you the most proud?
- Why would you like to work here?
- What do you value most from your career?
- What motivates you?
- Why do you think you are a good fit for the hiring manager's needs?

We'll want to know what unique skills you can bring to the role. Think through your work experience and the skills and interests you've developed in your life and in prior roles, and how these relate to our open position and area of work. Be ready to discuss which experiences and skills would make you a good fit for the job.

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and consider preparing examples which could set you apart from other applicants. Also, be able to articulate your strengths and weaknesses.

## Plan your day

You only get one chance to make a first impression. Plan for your interview day in fine detail. It will help you relax and shows employers that you are organized and committed. Some tips are below:

- Dress appropriately. You cannot go wrong with a traditional business suit or other professional business attire.
- Plan how to get to the location where the interview will take place.
- Be on time. Leave earlier than you think you need to, and arrive at the office 10-15 minutes early to allow for security screenings or other possible delays.
- Print a fresh copy of your resume/CV and your list of questions, and take these with you.

## At the interview

Be yourself. While it's important to conduct yourself with professionalism, don't be afraid to let your personality shine through. Be yourself, and your meetings will go much more smoothly.

Consider your body language. What you don't say can often be as important as what you do say in job interviews. Understanding

and maximizing your non-verbal communication — smiling, eye contact, handshake, posture, and the like — will help you excel in the interview.

Stay in control. It's natural to be nervous in an interview.

Remember that it's fine to pause before responding to questions to gather your thoughts, and if you're unsure about a question, it's also fine to ask for clarification.

Meeting others. If you're shown around the office or have the chance to chat with potential colleagues, remember that their feedback may count towards the organization's overall evaluation of you, so don't say or do anything that you wouldn't in a formal interview situation.

Say thanks. Close the process by sending a prompt note or email of thanks to anyone who took time to meet with you. Interviewers will view the contents of your note as evidence of your attention to detail, and it confirms your interest in the position.

**We wish you the best in finding a career opportunity with us.**

*Together, we unlock potential.*