

Video Interview Protocols

Dear [Candidate's Name],

We are pleased to invite you to participate in a video interview for the [Position Title] position at [Company Name]. Please find below the protocols to follow for a smooth interview process:

Before the Interview:

- Ensure you have a stable internet connection.
- Test your video and audio equipment at least one hour prior to the interview.
- Find a quiet, well-lit space free of distractions.
- Dress professionally, as if you were attending an in-person interview.

During the Interview:

- Join the video call at least 5 minutes early.
- Introduce yourself clearly at the beginning of the interview.
- Make eye contact with the camera to engage with the interviewer.
- Be prepared to discuss your experience and qualifications relevant to the position.

After the Interview:

- Thank the interviewers for their time.
- Follow up with a thank you email within 24 hours.

We look forward to speaking with you!

Best regards,
[Your Name]
[Your Job Title]
[Company Name]