

Interview Expectations for Remote Position

Dear [Candidate's Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We are excited to move forward with your interview process and would like to share some expectations to ensure a smooth remote interview experience.

Technical Requirements

- A stable internet connection.
- A computer with a working webcam and microphone.
- Access to [specific software or platform, e.g., Zoom, Google Meet].

Interview Format

Your interview will consist of the following stages:

1. Introduction and overview of the role.
2. Behavioral and technical questions.
3. Q&A session for you to ask any questions.

Preparation Tips

- Review our company values and mission.
- Prepare examples from your experience that relate to the job responsibilities.
- Test your technology a day before the interview.

Interview Schedule

Your interview is scheduled for [Date] at [Time] [Time Zone]. Please let us know if you need to reschedule.

We look forward to speaking with you!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]