

CREATE A PORTFOLIO

Okay, Cragman, it's time to go to that interview. You already knocked their socks off with your resume, or at least weaseled through the door. Now it is time to make an impression with great interview technique and ... wait for it ... a portfolio. Never turn up for an interview empty handed. This is perhaps the only opportunity for you to show this person what you are made of and they need to see examples. If you are going for a graphic art job, you need a folder of your best work. If you are going in the direction of engineers, show examples of home and school projects. This will be a very sharp arrow in your quiver.

FLIP OVER FOR YOUR NEXT CHALLENGE



EARN THIS NUGGET

- * Create a portfolio with sections showcasing your skills.
- * Practice taking a person professionally through your portfolio. If possible, find an acquaintance of the family who is used to interviewing employment candidates and showcase your portfolio to them as though you were at a job interview.

- An important thing about a portfolio, you don't create it the morning of the interview. This is a collection that you continue to build throughout your life. Culling out the old, adding the new. At a moment's notice, you can pull it out and be ready to impress.

- Get yourself a good folder. Not a cheap plastic three-ring thing, but something that portrays the grandeur of what it contains. If you are a worthless two-bit potential employee, then by all means get a flimsy plastic folder from the Dollar Store. But if you are a mighty, mighty Cragman who has the potential drive to set this employer's company on fire and take it to the next level over the next ten years, then make sure the folder speaks to that.

- There are various sizes of portfolio folders. Some are simply letter sizes and that works for most people. But, for instance, a graphic artist or architect will often have a larger one so they can carry full-sized pieces.

- Divide your portfolio into sections with categories that make sense. Feel free to include certificates, images, and anything else appropriate for the position you are looking to get.

You'll find a portfolio sets you apart from other candidates and lets the employer know you are a serious candidate. But it does one other thing. It makes the interview a whole lot easier, because it gives you a prop full of all of your accomplishments and skills.

This makes the whole process much, much easier for sure.

