CHEAT SHEET

WHERE GOOD CANDIDATES LOSE

I've hired in the US and India. Candidates here have a lot of potential and technical skill. The gap is executive communication. It's not about better English.

1 Lead with the answer, then the detail.

Most candidates build up for two minutes before making their point. Say the point first. Then back it up.

STRONG ANSWER
"Short answer: I'd pick option B. Two reasons."

WARNING SIGN
A long background story, and the actual answer comes last.

2 Bring structure to a vague question.

When a question is ambiguous, I'm testing whether you can organise it. Say how you'll break it down before you dive in.

STRONG ANSWER
"I'd look at this in three parts. Let me start with the first."

WARNING SIGN
Answers the first thing that comes to mind and hopes it fits.

3 Have a conversation, not a viva.

A viva is one-way. A conversation responds to the person in front of you. Ask a question in the middle, and notice when they lean in or check the time.

STRONG ANSWER
"How does your team handle that today?", asked mid-interview.

WARNING SIGN
One-line answers, then silence until the next question.

Do these 3 and by the time you leave the room, they remember your name.

SAY IT LIKE THIS

Answer → 2 reasons → one example → check in: "Does that answer what you were looking for?"

WANT TO BE FULLY PREPARED?

Watch "How I Judge Your English in an Interview" on YouTube: youtube.com/@DefineCareer



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