



Australian Government



About on-the-spot interviews

On-the-spot interviews can happen at any time

- On-the-spot interviews can happen in lots of different situations. This includes at networking events and social functions.
- On-the-spot interviews can also happen when you talk to employers about work experience or drop in your résumé.
- People you know might start asking you interview-style questions. They might know about a job opportunity and want to see if you are a good fit.

Treat an on-the-spot interview like a formal interview

- On-the-spot interviews may seem more relaxed than a formal interview but don't act too casual. The person asking you questions might think you are not really interested in the job.
- To be safe, treat every conversation with an employer as a potential interview.
- Act professionally and be friendly and respectful. First impressions count.

Prepare in advance

- In an on-the-spot interview you need to be comfortable talking about yourself.
- Preparing and practising a short 'pitch' about yourself can build your confidence.
- Researching the employer and their business will also give you an edge.
- Plan ahead by preparing your answers to common interview questions, just like you would for a formal interview.

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