

**Sarina Russo**  
 **Job Access**

**Body  
Language  
to Get  
that Job**

**Job**  
Services Australia  
people • skills • jobs

AN AUSTRALIAN GOVERNMENT INITIATIVE

## **Do...**

- ◆ **Smile**
- ◆ **Maintain eye contact**
- ◆ **Sit up straight**
- ◆ **Slightly lean forward in chair**
- ◆ **Acknowledge all people conducting interview**
- ◆ **Nod when appropriate**
- ◆ **Arrive 5-10 mins early**
- ◆ **Give good firm handshake**

## **Don't...**

- ◆ **Fidget, touch their desk**
- ◆ **Shake your leg, flick hair, sniff, scratch**
- ◆ **Yawn, look at watch at anytime**
- ◆ **Slouch, lean back, cross arms/legs**
- ◆ **Smoke, chew gum, swear or use slang**
- ◆ **Stare, look too serious**
- ◆ **Make any bodily noises**
- ◆ **Appear overly nervous or rushed**

**Call 13 15 59 or visit  
[sarinarusso.com.au](http://sarinarusso.com.au)**

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