



National Society for Histotechnology
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Interview Tips for Histologists



Tips From a Histology Recruiter

Be Positive: You want to be sure and avoid any negative comments about your former employers. Always express things in a positive manner. Instead of saying that a former place of employment was a bad place to work, say “I left for a better work environment or opportunity.”

Make a Good First Impression: You know what they say... You only get one chance to make a first impression...but it is really easy to make a good first impression. When you meet the hiring manager, smile, look them directly in the eyes, shake their hand firmly (not too hard and not too soft) and say “I’ve been looking forward to meeting with you.”

Don’t Be Nervous: Here are some tips to make sure you remain calm, cool and collected on interview day: Don’t arrive on time, get there a few minutes early, in order to plan for contingencies like bad weather or traffic tie ups. This will also give you time to look over your resume one more time and allow you to mentally prepare for the interview. Also, be sure to smile as much as possible; happy people are confident people.

Let the Interviewer Do Most of the Talking: You are excited about the opportunity and pumped up for the interview, but let the interviewer do about 75% of the talking. Don’t run on for 5-10 minutes on a simple question. Your answers should be brief and to the point (about 30 seconds or so). Most initial questions can be answered within that timeframe. Answer the question you are asked and if you feel that you would like to elaborate on your answer, ask the interviewer whether there is anything else they would like to know on that subject.

Do Research and Ask Questions: Most of the facilities will have a website that will give you information about the facility itself and the area in which they are located. Your interviewer will be impressed if you already know something about



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their company. Interviewing for a job is a two-way street. They are interviewing you and you are interviewing them as well. Asking positive, professional, interested questions will get you the information you need to decide if this job is really the right fit for you and most interviewers appreciate a candidate who expresses interest by asking questions.

Power Plays

Use these tips to stand out from the rest of the candidates.

If You Want the Job, Ask for It. It is as important for you to be enthusiastic as it is for you to be positive. If you are interested in the position, it is important to let the interviewer know that you want the job. The very last thing you should do as you are leaving the interview, is let the interviewer know that you are interested in the position and ask how the interview process is going to proceed.

Try something like this: “I am very interested in the position and confident that I have the skills to do the job. What is the next step?”

By asking this question you have let them know that you are excited, enthusiastic and interested in the position. You will also have a reasonable idea of when to expect to hear from them or when to follow up.

The Thank You Note: It is always a good idea to send a thank you note, and in this day and age, it is perfectly appropriate to send it via e-mail, so be sure and get a business card from everyone you interview with. Send them each an e-mail reiterating your interest in the position and be sure and thank them for their time.