



CLEO exclusive!

The CLEO Career Workshop

We apologise. The workshop got such a massive response that we couldn't accommodate everybody. But not to worry, Daphne Chen was there to get the main scoop for you!

The attendees were serious about learning the trade secrets from Emma Tan, a professional headhunter. They all came prepared with paper and pen. After the talk, the girls indulged in Ettusais makeovers and mouth-watering chow from Lawry's The Prime Rib. Yum!



They came, listened and took notes!



Pointers you need to know to ace that interview

- **Prep your answers for the questions you're pretty sure to be asked** (why this position; why did you leave your last company; where do you see yourself in five years). Better still, stand in front of the mirror and look at yourself as you deliver your replies.
- **Don't give a deadfish handshake.** It should be firm enough to show confidence but don't strangle the fingers of your potential employer! Shake with a conviction that says, "I'm the best candidate for the job."

■ **Smile!** And make eye contact. Shifty eyes will make you seem untrustworthy and insecure.

■ **Don't sit till you're invited to.** Then make sure you sit properly and don't fidget!

■ **Mirror your interviewee's body language and speech pattern subtly.** If you find him or her leaning forward or using words like "definitely" or "the thing is", reflect that in your posture and your answers.



Emma demos how not to sit during an interview.

- **Dress for success!**
- DON'T** wear denim-anything to an interview.
- DON'T** wear three-quarter pants; your pants should cover your ankles.
- DON'T** slip into open-toe shoes or heels that teeter over three inches.
- DO** wear colours like grey, dark blue, dark brown or black. Studies have shown that these sombre shades make an applicant look trustworthy.

The infallible score-any-job makeup

Do not, we repeat, do not go for an interview without any makeup on. But don't slap on too much either. Shiseido's Jessica Fun, with Celia Chen of Ettusais Group Brand Marketing as model, shows us a classic look that any girl can pull off.

■ Stray hairs make you look unkempt, so tweeze and trim your brows before the interview.



■ Natural-looking lashes are thick at the base and thinner at the tips. To achieve this, apply your mascara from the base up in a zig-zag manner.



■ Black eyeliner can look harsh, while brown and grey create a softer look. Remember to fill the gaps between lashes, rather than drawing a line above them.



■ Sweep highlighting powder on the two triangle areas of your cheeks to brighten up your skin tone.



■ Don't forget the lippie! For a healthy look, keep lip corners matte and the lip centre glossy.

■ Grey makes Asian skin look shallow so don't use dark colours on your skin. Here, Jessica uses soft pink on the eyefold. Apply the eyeshadow up towards the socket, but not above it.

■ A never-fail colour for the cheeks is poppy orange. Because it's between pink (a cool colour) and orange (a warm colour), anyone will look gorgeous in it.



What employers wanna hear

When the de rigueur "any other questions?" question arises, have a stash of intelligent queries on hand.

- Is there a written job description?
- From our chat, which of my strengths do you think would be an asset to the company? (That way, the interviewer has to say something positive about you!)
- What growth areas can this position offer me?

A thorn spotted among the roses (we're actually impressed by him!)

"My girlfriend dragged me here. Actually I'm surprised to see that I'm the only guy around as well! But I'm excited to hear what the speaker has to say."

VICTOR TAN, 26



JESSICA FUN, SENIOR MANAGER, PRESTIGE BRAND BUSINESS, SHISEIDO SINGAPORE

No.1 makeup mistake

"While your makeup colours are very important, you should also pay extra attention to textures. For an interview, stay away from frosty colours because you're not attending a party! If you have oily skin, frosty or glittery makeup results in a 'dirty' effect."



EMMA TAN, SENIOR COUNTRY MANAGER, THE GMP GROUP

No.1 dressing mistake

"Because accessories are so popular, people forget that even dangling earrings can distract your interviewer from listening to what you have to say. You can wear accessories, but they should be dainty. The only time you can get away with bold jewellery is if you're going for a post in the fashion industry."

No.1 interview mistake

"Don't take the interviewer's time for granted. Be appreciative during the interview and remember to thank them for seeing you. Afterwards, send a thank-you card — a polite gesture that's often overlooked."