

# Preparing for your interview

**Service defines us,  
empowers you**

## About Sanne

Sanne is a leading global provider of alternative asset and corporate services.

Established for over 30 years and listed as a FTSE 250 company on the Main Market of the London Stock Exchange, Sanne employs c1,800 professionals worldwide and administers structures and funds that have in excess of £250bn assets.

We deliver tailored fiduciary services to a highly valued international client base through a global network of offices located in 20 leading financial jurisdictions, which are spread across the Americas, Europe, Africa and Asia-Pacific.

Clients are serviced through regional businesses which are led by global leaders with deep experience in alternative asset and corporate services. Each business contains multifunctional and skilled teams of professionally qualified people who are aligned to the specific requirements of each client, across one accredited platform.

Our specialist expertise is delivered across private debt, capital markets, real assets, private equity, hedge and corporate services. Our clients include leading fund managers, financial institutions and global corporates.

### Sanne at a glance



**More than 1,800 people worldwide**



**A FTSE 250 listed business**



**Over £250 billion assets under administration**



**Leaders in fund and administration services**



**Accredited business process**



**20 jurisdictions AMERICAS / EMEA / ASIA-PACIFIC**

### Our promise

We believe that clients should expect more, so we stand for professionalism, innovation and quality. If you require a strategic relationship and a true business partnership with people who genuinely care about your growth. We are Sanne.

#### Let's talk...

For more information, please visit our website [sannegroup.com](http://sannegroup.com) or email us at [recruitment@sannegroup.com](mailto:recruitment@sannegroup.com)

## Preparing for an Interview



### Plan

Do your research on the company, job (is there a job description?) and industry, preparing questions for the interviewer and answers for questions you feel you may be asked on yourself.



### Prepare

Check you know where the address is and how to get there



### Perform

Be punctual, be polite, don't slouch and answer questions clearly and concisely

## Tips for making a good first impression

- Be punctual – Arrive or be ready 10 minutes before the interview starts
- Be positive and enthusiastic
- Think about your body language – smile frequently, don't slouch and maintain eye contact

## Having a virtual interview

- Check if you are having a video or audio interview
- Choose a private area which is quiet or free from background noise
- For a video call - ensure your environment on view from your camera is clutter free
- Sufficient lighting - the interviewer would like to put a face to a name, so make sure you are in a well-lit area.
- Test your equipment and any apps beforehand. If a pre interview test is offered – take it
- Present yourself professionally – ensure that you are dressed as you would for an interview in the office

## Example Questions you could prepare to answer about yourself

- Tell us about yourself.
- What accomplishment are you most proud of?
- What are your strengths?
- Why do you want this job?
- What is a weakness of yours?
- What can you contribute/bring to our organization?
- What motivates you?
- What are your hobbies?
- Do you have any questions for us?

**Professionalism**  
sets us apart,  
strengthens your business