

# Prepare for Your Interview



Currently, all Choozle interviews are conducted virtually.

Choozle uses Google Meet, a video conferencing tool that you can access on your desktop or download on your mobile phone.

We ask that you use video for your virtual interview. Please let us know if you do not have access to a webcam or need any other accommodations.

## Connecting to Your Virtual Interview

All dial-in information will be provided in a calendar invite along with details of who you'll be meeting. You will need to complete the following steps:

- **Access Google Meet:** Ensure you have Google Meet installed on your computer or access it via your web browser.
- **Joining the Meeting:** Click on the Google Meet link provided in the calendar invite to join the meeting.
- **Preparing for the Interview:** Test your connection beforehand to ensure everything is working smoothly.
  - Google Meet recommends using the current versions of Chrome, Firefox, Edge, and Safari for the best experience.
- **Multiple Interviews:** If you have multiple interview slots, each will have a separate Google Meet link in the calendar invites.
- **Technical Support:**
  - If you're still unable to connect after following the troubleshooting steps, don't panic! Please email the People Operations team at [hr@choozle.com](mailto:hr@choozle.com). If any issues occur that you feel prevent you from demonstrating your knowledge or capabilities, please feel free to stop and request to reschedule the interview under better conditions.
- **Video Requirement:** Video is **required** for virtual interviews. Let us know if you need any accommodations regarding webcam access.



**PRO TIP >> Join the virtual meeting and be ready to go 3-5 minutes before your scheduled interview time.**

## Virtual Presentation Tips

- Sometimes, team interviews require a presentation that will need to be completed virtually.
- Present a document or a single tab, not your entire screen.
- Less is more—organize your screen with only the documents or tabs you need for your presentation to minimize distractions.
- Disable any notifications on your computer and close out any unnecessary browser tabs or applications before the call begins.



## Lights, Camera, Action!

- Find some good lighting! Too much or too little light can make it hard to see your face. If possible, sit facing a window or light source so we can best see you.
- Think about your environment. Your interviewer will see whatever is directly behind you so try to minimize visual distractions.
- Position yourself for success. Your camera should be close to eye level, and your face and upper torso should be in the center of the screen.
- To the best of your ability, find a quiet place where you will not be disturbed. We understand that kids, pets, and family members may be sharing your space, so please don't worry if there is an interruption, we're all doing our best.
- The Choozle dress code is business casual, and we suggest picking out an outfit that you would wear if you were to join our team. Choose something that you feel confident in—that will translate through the screen!

**PRO TIP >> Try to look at the camera directly as often as possible to connect with your interviewers. Be enthusiastic and open, it will carry through the camera.**

- Check that your network connection is adequate to run a video meeting on Google Meet. You might need a plugged-in ethernet cord to ensure a strong Wi-Fi signal to avoid lags in the conversation.
- Make sure you are charged up—don't let your laptop, phone, or tablet die on you while you're charming the team.
- Check your audio. When you connect to the Google Meet meeting, confirm that your audio is working and that you're not muted. Be sure to switch other devices to do not disturb so you can focus on the interview.



# Remote-First Principles

Choozle is a remote-first organization committed to building a leading team of AdTech professionals in the United States. We firmly believe that exceptional talent exists across the nation and are dedicated to recruiting the best individuals for each role, regardless of their specific US geographic location.

## Core Principles:

- **Talent First, Location Second:** Our primary focus during recruitment is to identify candidates within the United States who possess the necessary skills, experience, and alignment with our company culture to excel in the designated role and contribute to our organizational objectives.
- **Equal Opportunity Employer (US Focus):** We are dedicated to providing equal employment opportunities to all qualified individuals within the United States, without regard to race, color, religion, sex, national origin, disability, or protected veteran status. This principle is central to our location-agnostic hiring practices within the US.



## OUR VALUES

**Agile:** We adapt quickly, learn continuously, and improve with every step.

**Bold:** We take smart risks and challenge the status quo.

**Collaboration:** We work together, valuing diverse perspectives and shared goals.

**Growth:** We foster personal, professional, and business growth.

**Innovation:** We pursue new ideas with curiosity and creativity.

**Own It:** We take responsibility and pride in everything we do.

## OUR MISSION

To transform the way agencies and businesses grow with unparalleled access to the best advertising and marketing solutions.



## Accommodations and Equal Opportunity

Choozle is committed to providing reasonable accommodations for qualified individuals with disabilities and disabled veterans in the job application and interview processes. If you need assistance or an accommodation due to a disability, please contact [hr@choozle.com](mailto:hr@choozle.com) at least 24 hours before your interview and we will be happy to assist.

Choozle is an Equal Opportunity Employer. We respect and support an inclusive workplace diverse in thought, perspective, and culture. We celebrate all team members regardless of gender identity, sexual orientation, race or cultural background, religion, physical disability, and age. We are better together.

We hope you're excited about the opportunity to meet with some of us and look forward to making new connections.

Be sure to follow us on [Facebook](#), [LinkedIn](#), [Twitter](#), and [Instagram](#) to stay connected and to see how Choozle employees are living the company values.