

The Parent & Child Nanny Agency



A Nannies Guide to Interviews

Once registered with The Parent & Child Nanny Agency, applying for jobs is easy. When applying for jobs we will send families a profile of information to read about you. If you are successful enough to be shortlisted for an interview, the interview process is as follows:

1. The Parent & Child Nanny Agency will provide full details of your interview, the family names, address and contact telephone number. There is no need to contact the family prior to the interview unless you need to cancel or need further directions.
2. Always dress smart and sensibly – remember, first impressions count.
3. On arrival, present yourself with a form of photo identification for the parents to view.
4. Listen to the parents requirements, ask questions and most importantly interact with the children.
5. Present the family with a portfolio of documents in a display folder with the following:
 - Current CV (leave a copy with the family)
 - Qualification & Training Certificates
 - Paediatric First Aid Certificate
 - CRB Enhanced Disclosure
 - Ofsted VOQR Certificate
 - Written References
 - All other child care related documents.
6. Be prepared for the questions you may be asked which might include:
 - Education
 - Employment History (reasons for termination of employment)
 - Family and background
 - Why you chose to become a nanny
 - What are your qualities
 - To highlight your strong and weak points
 - How you would organise the day with their children
 - What your views are on discipline
 - Can you cook (examples)
 - Specific experience in weaning and potty training or any other area
 - Your dietary requirements or allergies
 - Whether you mind working alongside parents/relatives/animals
 - What makes you the right nanny for the position they are offering.
7. At the end of the interview, if you feel it is a position you would like to be offered, express this to the parents and let them know you are happy to come back for consecutive interviews or to meet the children.
8. Please provide detailed feedback to The Parent & Child Nanny Agency as soon after the interview as possible.
9. If a formal offer of employment is made, this will be in writing via The Parent & Child Nanny Agency.

