

# Jobs

## 1 How to prepare for a job interview

- a) Go to the websites below and study the tips and tricks to make a good impression at a job interview and the mistakes you can make.



<https://www.wikihow.com/Sample/Interview-Tips-and-Tricks>



<https://www.wikihow.com/Sample/Interview-Mistakes-and-Solutions>



- b) Use this information to write a short leaflet for your classmates (one A4 page maximum). Make sure that you only mention seven points. Just choose the most important aspects.
- c) Compare your list with that of one of your classmates and explain why you have chosen the points on your list.
- d) Finally agree on seven points which both of you think are important.

## 2 Job interviews: Questions and answers

- a) Go to the following website and watch the video Funny Job Interview or a similar one. While watching, write down five questions of the interviewers and a sample answer for each one.



<https://www.youtube.com/watch?v=z14p9Lo7NSs>

Question 1	
Answer 1	
Question 2	
Answer 2	
Question 3	
Answer 3	
Question 4	
Answer 4	
Question 5	
Answer 5	

- b) Imagine you are a human resources manager who tries to find a new employee for your company.
- Think of a job you would like to fill in your company.
  - Use the questions and answers from above and do such an interview with a partner.
  - Finally decide if you would give your partner the job or not.
  - Then change roles and do another job interview.