

Job Interview Worksheet

Activity 1. Put the questions in the order they might be asked during a job interview.

1. Where do you see yourself in 10 years?
2. What is your biggest weakness?
3. Could you tell us about yourself?
4. Do you have any questions for us?
5. Why did you leave your previous position?
6. Why should we choose you?
7. What is your greatest strength?

Activity 2: Match the answer to the question.

Question	Answer
1. Could you tell us about yourself?	a. I'm having a hard time saying no to extra assignments. Recently I have started using a time management tool in order to keep track of all deadlines.
2. What is your greatest strength?	b. Sure. For the past 5 years I've been working as an analyst. I've got background in data analysis with a degree in business from Sofia university. Throughout my career I've noticed that I've always been good with numbers and handling data.
3. What is your biggest weakness?	c. My biggest strength is that I can work under a lot of pressure. If something unexpected happens during an event, I'd know exactly what to do.
4. Why did you leave your previous position?	d. I'm the kind of person who likes stability in life. In the long run I would like to advance within the company once I have proven my skills.
5. Where do you see yourself in 10 years?	e. I'd like to know what a typical day looks like for a person in this position.
6. Why should we choose you?	f. I had been in that position for 5 years and there were no aspects of advancement, so I started looking for new challenges.
7. Do you have any questions for us?	g. I have more than 10 years of experience in this field, and I have established methods of my own to stay on top. So, if you hire me, I will put that knowledge to good use.