

JOB INTERVIEW ADVICE

LISTENING



You will hear an interview with a woman called Florence Adams, who helps people with job interviews.

1. What does Florence say about starting preparation for a job interview?

- A Find out more about the company first.
- B Decide whether you would be happy to work in another country.
- C Ask people in the local area about the company.

2 Florence feels it is very important that

- A The job is good for your career plans.
- B You focus on why you want to work for the company
- C You only take the job if you really want it.

3 If you don't have much experience in an area, Florence suggests

- A Asking if the company can help.
- B Not talking about these areas.
- C Still arguing you are perfect for the job.

4 What does Florence say about asking questions?

- A They should focus on what you will be responsible for doing in the job
- B You should wait to be invited to ask questions
- C They can tell employers more about you as a person.

4 Florence suggests

- A reading some example interview questions available on the internet
- B getting help from other people before the interview
- C preparing answers for the interview

5 What does Florence say you should do when you walk into the room?

- A Find a chair to sit down.
- B Focus on the floor or ceiling to help you relax
- C Act as if you are happy to be there.

