Unit 7

Interviewing for Employment

LIVEWORKSHEETS

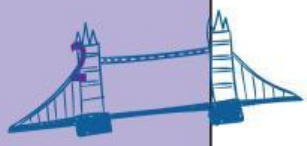
Vocabulary Practice

Instruction: Listen to the words in the audio and then practice to pro-

Strength	Candidate	Interviewer
Weakness	Gesture	Position
Interview	Current	Hire
Relevant	Previous	Experience
Yourself	Role	Punctual
Expectation		

LIVEWORKSHEETS

Activity 5 Instruction: Listen to the conversations and fill in the blanks with the words you hear.

Conversation 1	Interviewer : Hi, _____ for coming today. I'm Alex Smith. Nice to meet you. Candidate : Hello, I'm Pamela Evenson. Nice to meet you, too. Interviewer : Have you read the _____ about this job? Candidate : Yes, it sounds very _____.
Conversation 	Interviewer : What do you do in your _____, Pamela? Candidate : I like hiking and _____. Interviewer : And why do you want this job? Candidate : I really want to work in marketing. This is a great _____ for my career and I think I have the right _____ for the job. Interviewer : Thank you Pamela. It's been good talking to you. Thanks for coming to the _____.

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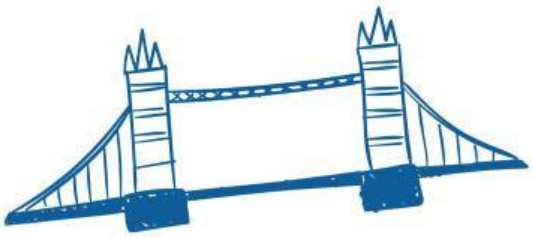
Conversation 3	**Interviewer** : First of all, let me _____ myself. I am the manager of our engineering department here and we have an open _____, so we have been interviewing candidates to fill the position as quickly as possible. **Candidate** : Yes sir, I read about the position on your _____, and I think I am a good _____. **Interviewer** : Which school did you _____ from? **Candidate** : I was a student at ABC University, and I graduated with a _____ degree in computer science.



LIVEWORKSHEETS

Activity 8 Instruction: Suppose you were the candidate. Answer the interview questions by using your own information.

Question	Your answer
1. Can you tell me about yourself?	
2. Tell us about your educational background.	
3. Why do you want to work for our company?	
4. What are your strengths?	
5. What are your weaknesses?	
6. Why do you think you're suited for this position?	
7. What computer programs are you familiar with?	
8. What do you do in your free time?	
9. What are your career goals for the next five years?	
10. How soon can you start work?	

LIVEWORKSHEETS