

Life Skills: Using the Present Perfect for Job Interviews

The best thing about grammar is that one can hear it everywhere. During job interviews, people often use the present perfect tense to talk about their professional and educational experience and achievements.



A. Fill in the Blanks

Directions: Review the role play of a job interview below. Complete the sentences by filling in the blank with the correct form of the present perfect.

An Interview with June

(June is the job applicant, hoping to get a job as a writer. Listen to her interview.)

Employer: Good morning June. Thank you for joining us this morning.

June: Thank you. It's good to be here.

Employer: Let's get started. What _____ (you, be) your lifelong ambition?

June: You know, I _____ (always, want) to be a writer of children's books.

Employer: And you're a writer now!

June: Yes, I _____ (always, dream) of writing children's books.

Employer: _____ (you, inspire) by someone?

June: Yes, I _____. Dr. Seuss _____ (inspire) me. He is a writer of children's books.

Employer: What are some things you _____ (do) you're very proud of?

R. Cerdonio

June: I _____ (write) stories about children in different countries.

Newspapers all over the world _____ (print) these stories for people to read.

Employer: What is something you _____ (always, want) to do?

June: I _____ (always, dream) of hiking across England.

Employer: What is something that you _____ (always, want) to learn?

June: I _____ (always, want) to learn to speak Chinese.

Employer: One last question. What's the secret to your success?

June: I _____ (never, give up). I _____ (always try) and _____ (try) again to reach my goal.

- B. CHECK YOUR ANSWERS. After you write all the present perfect verb forms. Check your answers. Click on the audio below to hear the real job interview dialogue.



- C. ACT IT OUT! After you check your answers, pair with a classmate and do a role play for this job interview. Each of you **takes a part** then **switches** roles. Do this role play 2 times as a job applicant and an employer.