

LKPD 2 Job Interview (listening)

Adopted from <https://learnenglish.britishcouncil.org/>

Nama :

Kelas :

Activity 1

Match the abbreviation with the definition.

(cocokkan singkatan dengan definisinya)

Definition	Abbreviation
learning and development	
human resources	
business to business	
business to customer	

Activity 2

Complete the following dialog based on the audio below!

Lengkapi dialog berikut ini berdasarkan dialog di bawah ini

- Interviewer : Hello, Maria. Thanks for coming in for the _____.
- Maria : It's my pleasure. Thanks for inviting me.
- Interviewer : Well, as you know, the company has been expanding and we have an opening in our HR department. We're creating a new role for someone to lead our training and development within the company.
- Maria: : Yes, I very much think that my skills and _____ are a good fit for what you're looking for.
- Interviewer : That sounds great. So, your CV looks strong, though it would be good if you could give us an overview, in your own words, of what you've been doing over the past four years or so.
- Maria : Well, in my first job, four years ago, I was working for a small HR services provider which offered HR services, including L&D, to _____ clients.
- Interviewer : OK, so it was only B2B?
- Maria : Yes, we only offered services to other companies, not B2C.
- Interviewer : Right, and it says here you then left that company about three years ago.
- Maria : Yes, that's right. I was looking for a little more stability and also to be part of a larger organization. So, I joined a _____ with around one hundred staff and a small HR team. As there are only a few of us, we each deal with a range of HR topics. In addition to payroll, one of the areas I was responsible for was learning and development.

Interviewer : I see. And, so why do you want to _____ jobs now?

Maria : Well, I very much like the L&D side of my role and I've always had particularly good feedback for my work in this area. I believe I excel in that field. So, I'm looking to specialize, and as your company has around 2,000 people, right ...?

Interviewer : Yes, that's right.

Maria : Well, an organization of this size would give me the scope to specialize in L&D. I'm also a big follower of your brand and feel fully _____ with your image and values.

Interviewer : Well, that all sounds good. And I can see you have an L&D qualification.

Maria : Yes, I got a diploma two years ago. I am also currently working on a further diploma in psychology, with a specific focus on learning and performance management.

Interviewer : Very good. Well, it looks like you have the _____ and experience we're looking for. What do you think will be the main challenges of coming to a much larger company?

Maria : I can see that it might be perceived as a _____ to not have experience in an organization of this size, though I see that it could also be a benefit. I won't be bringing too many preconceived and possibly inflexible ideas with me to the role.

Interviewer : Yes, that would be a good thing.

Maria : Also, I'm used to taking a very personal approach to _____ development. I realize that such an approach with 2,000 staff members will have to happen in a different way, but I bring many ideas with me that can be _____ on a larger scale.

Interviewer : I see what you mean. Right, so, do you have any questions for me?

Maria : Um, I think we've covered many of the areas I had wanted to _____. I have two quick questions though.

Interviewer : Go on.

Maria : Who would I mostly work with on a daily basis?

Interviewer : Well, there's the HR _____ who you would report to. And then the HR team, which currently has six people in it. There's usually an intern or two who you can get some support from also.

Maria : OK. Thanks. That's all really clear. And my other question is how performance in this role will be measured. What does success look like?

Interviewer : That's a good question. As you know, we have a performance management system in place, and from that we have identified some learning and _____ needs within the organization. But we haven't devised a strategy. Your role would be to devise and then successfully implement this strategy.

Maria : Thank you. That sounds interesting.

Interviewer : Great. So, thanks again for coming in today. We'll be discussing all _____ next week and then I'll get back to you by the end of next week to let you know the outcome.

Maria : Thank you for your time. I'd welcome the opportunity to continue discussing this role with you.

Activity 3

Choose the correct answer!

1. Four years ago, Maria worked for a small HR services provider ...

Choose:*/in the B2B sector./in the B2C sector./in both B2B and B2C sectors.

2. Maria has been in her current job ...

Choose:for four years./*for three years./for one year.

3. Maria's current role is focused ...

Choose:only on learning and development./*on a number of HR topics./only on payroll and she wants to do L&D.

4. Maria ...

Choose:did a diploma in L&D two years ago./is doing a diploma in psychology at the moment./*Both options are true.

5. Maria will need to ...

choose:identify and devise an L&D strategy./*devise and implement an L&D strategy./implement an L&D strategy that has already been devised.

6. Maria ...

choose:*/will hear back from them next week./has been invited to a second interview next week./needs to call them next week to find out the next steps.

Activity 4

Complete the sentences by choosing the appropriate word!

1. Maria feels her skills and experience are a _____ for the company.

2. Maria changed jobs because she was looking for more _____

3. She was _____ for learning and development.

4. She feels _____ with the company's brand and values.

5. She's used to taking a _____ approach to L&D.

6. Her ideas can be _____ on a larger scale.

7. She would _____ to the HR manager.

8. Performance will be _____ in different ways.

choose:personal/good fit/aligned/replicated/stability/measured/responsible/report