English 7 - Life Skills Unit

Part 4 – Job Interview

If an employer likes your email, cover letter, and resume, you will be asked for a job interview. This is the last step in applying for a job and is arguably the most important.

Task – Practice asking and answering questions with your group to prepare for your interview.

Step Checklist

* Step 1 – Find a partner. Decide who is Partner A and Partner B
* Step 2 – Partner A asks questions first. Partner B answers questions first. Switch once you have asked them all the questions on the list.
* Step 3 – Ask your partner the all of the questions below. Aim to talk for at least 20 seconds for each answer. A good tip is to answer with a complete sentence.
* Step 4 – Use the criteria checklist to assess yourself and your partner.

10 Most Common Job Interview Questions

1. **Why should we hire you? Why are you a good fit for the position?**
2. **What is Your Greatest Strength?**
3. **What is your greatest weakness?**
4. **What do you do when things don’t go smoothly at school or work?**
5. **Describe a Difficult Situation or Project and How You Handled It.**
6. **Describe a situation where you had to work with other people. How did you handle it?**
7. **Describe a situation where you had to meet a deadline. How did you handle it?**
8. **Are you able to work well with other people?**
9. **What Are Your Goals for The Future?**
10. **What is something positive other people would say about you?**
11. **Possible curveball question - If you were an animal, which one would you want to be?**