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# Intercambio Idiomas Online

C1 JOB INTERVIEW

A key area that advanced students may wish to work on is their interview technique as in many cases, they are looking to enhance their employability by learning English to an advanced level. Here are some questions for you to practise.

### **INTERVIEWER TO INTERVIEWEE:**

Questions that the candidate might be asked at a job interview. Try to speak in a [formal](#) manner.

1. What relevant work experience do you have in the field of ...?
2. Would you consider yourself to be sufficiently qualified to take on the role of ...?
3. Have you ever done an internship and what positives did you take from it?
4. What is your greatest strength in the workplace?
5. What is your biggest weakness when you are at work?
6. Can you explain to us a situation in which you have had to use teamwork to solve a problem in the work environment?
7. Would you prefer to work alone or as part of a team?
8. Which role do you usually take on when working in a team, leader or subordinate (follow orders)?
9. Do you feel that you possess effective communication skills?
10. What further training might you do to enhance your professional skills?
11. Do you thrive on pressure?
12. Have you worked under pressure to meet a deadline previously?
13. Why is it important to always meet a deadline?
14. To what extent have you prepared yourself to work in ...?
15. What key features should a worker have? For example, punctuality, motivation and dedication.
16. Would you say that a good understanding of ICT is essential in today's society?
17. How can you achieve an effective communication in the workplace?
18. What do you know about our company and why are you interested in working with us?

## **Interviewee to interviewer:**

As part of the interview, the candidate (interviewee) will be asked if they would like to ask any questions. Obviously these questions must be carefully worded and not too direct, for instance "What is the salary like?".

1. What types of processes does the company apply to ensure that new employees get up to speed with the demands of the job?
2. What would my exact role in the company be?
3. Do you require any documents or paperwork from me to finalize the application process?
4. What are the working hours and is there a possibility of doing overtime?
5. Does the role involve travel or even the possibility of relocation?
6. What physical demands might the job entail?
7. Are there any opportunities for further training offered as part of the role?
8. What are the terms and conditions of the job?
9. Does the job have any type of probation period?
10. How could I better help the company to progress if I were to be hired?