

## Job Interview



**Category:** ✓ General English, Business English

**Topic:** ✓ Work

**Media:** ✓ Video

**Level:** ✓ B1 Intermediate

**Grammar:** ✓ Phrases

**Learning Focus:** ✓ Listening, Speaking, Vocabulary, Writing



### Task 1

Complete the sentences with the correct words.

1. Last week I **a** **d** for this position.
2. They asked me about my **s** **s**.
3. There were three **r** **s** asking me questions.
4. I was asked to talk about my **e** **e**.
5. Finally, they asked about my **s** **y e** **s**.



### Task 2

Correctly match the two parts of the sentences to form questions.

- |                       |                                    |
|-----------------------|------------------------------------|
| 1. Why would you like | a) about your previous experience? |
| 2. Do you have any    | b) in this field before?           |
| 3. Have you worked    | c) you to work hard?               |
| 4. What motivates     | d) to work for this company?       |
| 5. How did you hear   | e) about this job?                 |
| 6. Could you tell us  | f) questions about the job?        |



**Task 3**

Fill in the blanks with the correct words or phrases.

1. Someone who cooperates well in a team is a \_\_\_\_\_ .
2. Someone who works very hard works their \_\_\_\_\_ to the \_\_\_\_\_ .
3. If someone has a lot of work, they have a \_\_\_\_\_ .
4. Something that is one's weak point is their \_\_\_\_\_ .
5. Someone who is extremely interested or engaged in something has a \_\_\_\_\_ for it.



**Task 4**

What is each person (1–5) talking about? Match them with the provided answers (a–e).

1. I'd say public speaking is not my strongest point. Also, I'm working on improving my communication skills.
  2. The money, of course, is important. However, I'm more interested in healthcare and a company car.
  3. I was responsible for managing big projects. Therefore, I had to do overtime and deal with many things at the same time.
  4. I think my time management skills are well developed. Also, I never miss deadlines.
  5. I've worked in a similar position but for a much smaller company.
- a) This person is talking about their experience.
  - b) This person is talking about their salary expectations.
  - c) This person is talking about the workload.
  - d) This person is talking about their strengths.
  - e) This person is talking about their flaws.



**Task 5**

Complete the email with the appropriate words or phrases.

Dear Mr. Thomas,

I'd \_\_\_\_\_ to thank you for inviting me to an \_\_\_\_\_ yesterday.

I \_\_\_\_\_ our conversation about the market trends.

I'm looking \_\_\_\_\_ to hearing from you.

Do not \_\_\_\_\_ to contact me if you have any questions.

Best \_\_\_\_\_

Jack Stevenson