Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Job Interview Practice**

Watch the video clips and take notes on what you notice. What should you do during an interview? What are some things you should NOT do during an interview?

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| --- | --- |
| *During a job interview…* | |
| **DON’T:** | **DO:** |
|  |  |

Below are several common interview questions. Read the questions and tips, and then answer these questions as if you were applying for a job (use the position from your cover letter). Please respond on a lined sheet of paper, and **use complete sentences**.

THE HARD QUESTIONS:

1. ***What can you tell me about yourself?***TIPS: This is your chance to set yourself apart from other candidates. Have your “story” ready and rehearsed.

You should cover:

* 1. Key moments in your life that have led you where you are today.
  2. People and things that influence you.
  3. Your goals and where you see yourself in the future.
  4. Something about your individuality and passions.

1. ***What are your 3 best qualities?***TIPS: Make sure these relate to the job or you as an employee. This is where you include things that make you a more desirable candidate or set you apart.

1. ***Why do you want this job?***TIPS: Everyone knows that people want money. What are other reasons for getting jobs? Be able to explain your answer.

Some ideas:

1. Experience
2. Enjoy the company
3. Responsibility
4. Self-worth
5. **Why should we hire you?**

TIPS: This is another opportunity for you to sell yourself. If you weren’t asked about your 3 best qualities, list them now.

THE EVEN HARDER QUESTIONS: *Employers sometimes want to catch you off guard by asking questions that can shed a negative light on you.*

1. ***What is your greatest failure, and what did you learn from it?***

TIPS: Think about this question with the end in mind. What would be an important lesson for you to learn in this line of work?

1. ***What is your worst quality and why?***

TIPS: Use this as an opportunity to show that you plan to work towards growth, so choose a quality you can work on and explain how you will overcome this quality and fix it (through hard work and experience, for example)

FINAL QUESTIONS: *Often employers will save this one for the end…*

1. ***Do you have any questions?***

TIP: Always say YES! This will show your enthusiasm for the position It’s a good idea to come prepared with questions. Typically, it is seen as inappropriate to ask about pay in an initial interview, so avoid money questions for now.