

# What is an interview?

Task: In your own words explain what the word interview means.

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# BTEC Preparation For Working Life

## Unit 6 Preparing For An Interview

Why do employers invite potential candidates along to an interview?

Give three examples:

1) .....

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2) .....

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3) .....

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# BTEC Preparation For Working Life

Unit 6 Preparing For An Interview

Task: Complete the mind map.



# BTEC Preparation For Working Life

## Unit 6 Preparing For An Interview

### Career Options

What career would you like to have in the future and why?

Career choice:

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reasons for this choice:

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# BTEC Preparation For Working Life

## Unit 6 Preparing For An Interview

My chosen job vacancy:

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List three skills which you should have in order to be chosen for this job vacancy and explain why.

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2)

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3)

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# BTEC Preparation For Working Life

## Unit 6 Preparing For An Interview

TITLE: PREPARING FOR AN INTERVIEW

In order to anticipate what kind of questions you are going to be asked during an interview you need to practise first.

In pairs you are going to prepare an interview and one will be the interviewer and the other one will be the interviewee.

You both need to prepare some questions and answers which will be assessed by the class. Please prepare 4 questions in secret so that your partner will have to improvise.

You may need to gather information about the company before you start preparing your questions. Each interviewee must prepare a CV and share the information on it with their partner before the interview.

### **Role play 1:**

You want to apply for a Saturday job at Debenhams. The duties are to advise and help customers in the men/women department and some till work.

### **Role play 2:**

You want to apply for a administration job at AXA. Your duties will be to answer the phone and help customers regarding their car/house insurance.

### **Role play 3:**

You want to apply for a holiday job in a cafe called Costa. You will have to prepare food such as sandwiches, pies etc... and prepare and serve drinks. You will need to serve customers, use the till, clean tables.

### **Role play 4:**

You want to apply for a job at the hotel Novotel in Ipswich. You want to work in the kitchen and help with the cooking and serve customers.