

JOB INTERVIEW – ROLE PLAY

In pairs you are going to prepare for a job interview, one of you as *interviewer* and one as *interviewee*.

First of all, agree with your partner exactly what job it is you are applying for.

You can choose any job, including the job that you already do or would like to do, or you can select an alternative from the list below.

You both need to think about:

- 🌀 what type of business or company it is
- 🌀 where it is located
- 🌀 the specific role
- 🌀 skills required
- 🌀 personal qualities required
- 🌀 qualifications required
- 🌀 experience required:

Hairdresser's assistant

Luxury Property Estate Agent

Children's TV Presenter

Air traffic controller

Architect

Pastry chef

Art teacher

Bulldozer operator

Dentist assistant

Human Resources manager

Chief gardener

Hotel receptionist

Cruise liner captain

Pub Bar tender

Detective

Agony Aunt

Traffic warden

Rocket Scientist

Interviewer

Make the following groups of words and phrases into questions using the most appropriate tense: *Present Simple*, *Present Continuous*, *Present Perfect* or the *Past Simple*. Add two more questions of your own:

- ⌚ What / you do / at the moment?
- ⌚ How long / you work / current job?
- ⌚ What / your strengths and weakness?
- ⌚ What / responsibilities / you have / at your previous job?
- ⌚ How long / you live here?
- ⌚ What sort of experience / you have / in this field?
- ⌚ Why / you / want this job?
- ⌚ How well / you handle stress or pressure?
- ⌚ Where / you / study?
- ⌚?
- ⌚?

Interviewee

Prepare a brief CV for the job you are applying for outlining chronologically your relevant studies, qualifications and experience. This can be completely fictitious – especially if you’ve chosen an alternative job!

Once you are both ready, answer the questions that the interviewer asks. Listen carefully and make sure you answer using the correct tense according to the question asked. Use the time phrases below:

For example:

*I am **currently** working for Honda... I have worked there **since** 2013... **Previously** I worked at Ford...*

Present Simple	Present Continuous	Present Perfect	Past Simple
Generally	Now	Since/For	Last week/month/year
Always	Currently	Already/Yet	Ago
Often	At the moment	Just	Previously
Sometimes	Today	Today	In + month/year
Never	This week/month/year	This week/month/year	On + date
Occasionally		Ever/Never	