

Preparing For A Job Interview (Part 2)

Target audience: Adults

Level: Advanced

Language Focus: General Knowledge

Practice Type: General Practice



Lesson Plan:

1. Get to know another 5 common interview questions
2. More about “Where do you see yourself in 5 years’ time”
3. Watch a video and do a follow-up activity

1. Get to know another 5 common job interview questions

In the previous lesson we armed you with useful information as to what common questions you may be asked in a job interview and how you should/shouldn't respond back to them. Today we are going to introduce 5 more questions. They are in no way less important than the previous ones. So try to take them in as an a valuable addition to your previous knowledge.

1. Are You a Team Player?

Teamwork is an inevitable aspect of pretty much every job and work environment. Even if you're out in the field for a lot of the time there will still be instances where you will need to interact with others at certain times. The concept of teamwork can vary from working together intermittently to teams where every member works closely with each other. So it's inevitable that a question about teamwork will be included in most job interviews.

Question 1	Good Answer	Bad Answer
Are you a team player?	Yes, the team which I was part of was a close-knit unity of purpose-oriented professionals which successfully completed the projects within deadlines.	"My co-workers didn't like me, but I think it was because they were intimidated by me." "I get along with most people, but others really aggravate me."

.2. What irritates you about co-workers?

It's important to think about how you work with your co-workers because even if your role in the company doesn't require a lot of communication, you will still need to engage with the other employees in a professional and personable manner. Also, regardless of the job, employers don't want to hire people who are difficult to get along with because that will cause workplace issues and conflicts. It can make sense to screen out applicants who don't have strong people skills, even if they have solid qualifications for the job.

Question 2	Good Answer	Bad Answer
What irritates you about co-workers?	<p>Talk briefly about traits you find irritating. Mention how you have learned how to deal with these traits as you've gained experience.</p> <p>I believe in teamwork. Even if I find anything irritating, I try to avoid it unless it personally affects me or the work.</p>	<p>Do not focus on the negative aspects of the irritations. Be careful not to try to put blame on anyone. Don't feel guilty about finding a few annoyances in coworkers. You can't get along with everyone all of the time. Try not to get defensive. Don't use any rude language.</p>

3. What Are Your Strengths/Weaknesses?

This question may seem like one of the easier job interview questions you'll be asked, but it is also one of the most important. The interviewer wants to know if your strengths align with the needs of the company and the qualifications for the job for which you're applying. Asking this question helps the employer decide whether or not you are the strongest applicant for the position. When you are asked questions about your strengths, it's important to discuss attributes that will qualify you for the specific job and set you apart from the other candidates. It's also critical to show the interviewer that you have the qualities the employer is seeking in the applicant that they are going to hire.

Question 3	Good Answer	Bad Answer
What are your strengths?	<p>I have an extremely strong work ethic. When I'm working on a project, I don't want just to meet deadlines. Rather, I prefer to complete the project well ahead of schedule. Last year, I even earned a bonus for completing my three most recent reports one week ahead of time.</p>	<p>It's bad to be unprepared to talk specifically about your strength which are relevant to this particular job. And this is not the time to be humble. While you do not want to exaggerate your strengths, you should be comfortable articulating what makes you an ideal candidate. Creating a list of your strengths (as they relate to the job) will help you answer this question with confidence.</p>
What are your weaknesses?	<p>Always try to turn a negative into a positive.</p>	<p>Even if your qualifications are not yet up to the expected</p>

	<p>“When I'm working on a project, I don't want just to meet deadlines. Rather, I prefer to complete the project well ahead of schedule.” “Being organized wasn't my strongest point, but I implemented a time management system that helped my organization skills.” “I like to make sure that my work is perfect, so I tend to perhaps spend a little too much time checking it. However, I've come to a good balance by setting up a system to ensure everything is done the first time correctly.”</p> <p>“I used to wait until the last minute to set appointments for the coming week, but I realized that scheduling in advance makes much more sense.”</p>	<p>standard, never mention it as your weakness. Rather speculate on the improvement you're recently made your training you've undergone to deal with your weakness.</p>
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4. How Do You See Yourself In Five Years From Now?

When you are interviewed for a new job, it can be hard to articulate where you would like to be in your career next year let alone five years down the road. Even when you do know, it's important to be careful how you respond because you'll need to tailor your answer to the job for which you are interviewing. This popular interview questions helps interviewers and hiring managers get a sense of how your career goals align with the company's and whether you are likely to have a long tenure there or leave after just a few months or a year.

Question 4	Good Answer	Bad Answer
How do you see yourself in five years from now?	My goal right now is to find a position at a company where I can grow and take on new challenges over time. Ultimately, I'd like to assume more management responsibilities and get involved in product strategy. But most importantly, I want to work for an organization where I can build a career.	Generally avoid answers that might show a tendency to value competition against coworkers over the goal of doing business. Don't let yourself get away with making this position into an end goal, either. Have something to work toward. Don't let yourself set a goal that makes the job you want irrelevant, either. That makes it look like you won't give your full effort.

5. Do You Have Any Questions For Us?

As an interview draws to a close, it's very likely that the interviewer will ask "Do you have any questions for me?" When you hear this query, you may groan inside, since it can feel like you've covered absolutely everything during the course of the interview. However, it's better to respond to this question than politely demur. Otherwise, you could leave interviewers with an impression that you're not engaged with the conversation or interested in the position. Plus, since this question typically comes at the end of the interview, it's one of your final chances to leave an impression on interviewers — so make sure it's a good one!

Question 5	Good Answer	Bad Answer
Do you have any questions for us?	Ask questions about the company or your role in the company or questions about you: You can use this moment to get a sense of how the interviewer perceived you, and if they think you're a good candidate. With these questions, you might want to preface by expressing your excitement for the position. And then, based on the feedback you get, you can address the issue on the spot or follow up in your thank you letter.	Don't ask about off-work activities, like happy hour outings, lunch, or vacation time; the interviewer's personal life; salary and benefits; too complicated questions; questions you can answer yourself.

2. More about "Where do you see yourself in 5 years' time"

This question is the one you should be prepared to answer in any job interview. It is useful for yourself to sit back and reflect on what you are going to be in the near future. Not only does it boost your motivation and set your work priorities, it helps you to identify your long-term goals and make the first step to achieving them. For this reason we are going to have a closer look at how to deal with this question.

Watch a video with a sample answer to the question

<https://www.youtube.com/watch?v=LZBNDIZSxJs>

Why It Is Good:

The emphasis is on growing with the company (he's a good long-term hire) and taking on new challenges (he's goal-oriented, proactive), not on a specific title or job description (he's flexible).

More Example Responses

1. *"My goal right now is to find a position at a company where I can grow and take on new challenges over time. Ultimately, I'd like to assume more management responsibilities and get involved in product strategy. But most importantly, I want to work for an organization where I can build a career."*

Why It Is Good:

This answer offers some insight into the candidate’s goals and interests (becoming a manager, being involved in product strategy) so it’s not too generic. This response also strongly expresses a desire for a long-term career with the company.

2. *“I am driven to be the best at what I do and I want to work somewhere where I’ll have opportunities to develop my skills, take on interesting projects, and work with people I can really learn from. Some of the most innovative thinkers in the industry work here and that’s a big reason why I would love to build a career here.”*

Why It Is Good:

With this answer, the candidate is emphasizing her focus on learning, performance, and achievement. She is also complimenting the company and its reputation for hiring quality people (including the interviewer, perhaps?). The reference to “building a career here” indicates an interest in sticking around and contributing.

3. Watch a video and do a follow-up activity

Watch a video “What’s the worst thing you can do at an interview”

<https://www.youtube.com/watch?v=BI4BNT5qs9c>

Complete the sentences to make memory bullet points of what shouldn’t be done during an interview

Prepare	/	disinterested	/	rude	/	an exam	/
Body language	/	late	/	eye contact	/	yourself	

1. Do not treat an interview like _____
2. Mind your _____
3. Never be _____
4. Do not be _____
5. Do not look _____
6. Do not over _____
7. Be _____
8. Keep your _____ with the interviewer.

Resources: www.proprofs.com, www.reed.co.uk, www.biginterview.com

Tags: adults, general knowledge, advanced, general practice, job interview

Key to quiz: 1)an exam, 2)body language, 3)late, 4)rude, 5)disinterested, 6)prepare, 7)yourself, 8)eye contact