



ACADEMIC LYCEUM “INTERNATIONAL HOUSE – TASHKENT”

**1st semester
ENGLISH LANGUAGE**



Topic 20: English pupil's book 10. Unit 2. What is your speciality? Job interview



How to interview for a job

Job interviews are nerve-wracking occasions. You are being judged on your ability to answer questions convincingly and clearly, as well as listen and process information. While you can't predict how the interview will pan out, you can stay prepared by thinking about your responses and the overall impression you want to make, which will give you the best shot at landing that job.





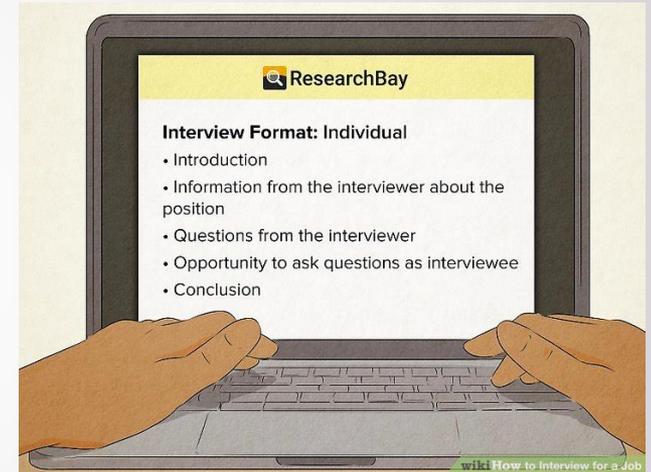
Research the company before attending your interview.

Take some time to review the history and background of the organisation you are interviewing for. This is vital for a number of reasons, especially for conveying your enthusiasm and initiative to the interviewers. The level of research that is possible will vary massively depending on the company and the position you are applying for, but there are some common areas to research before the interview.



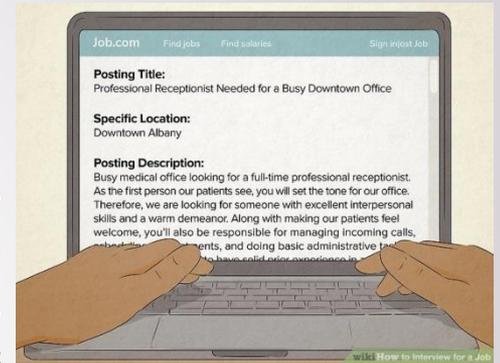
Review the format of the interview before you arrive.

Wait for specific instructions from the interviewer about how the actual interview will go down. Some businesses may have a straight question and answer process, while other companies may expect you to give a presentation. Feel free to ask any questions ahead of time, so you can prepare and adjust for your interview as needed. Double-check all the details of your interview ahead of time. If you're presenting something, confirm how long your presentation needs to be, along with any other elements of the interview.



Read through the job description again.

Look over the job listing so you can refresh yourself on the particulars of the position. Re-reading this section can give you a good idea of what the interviewers may ask you in the interview. For instance, if the job asks for 5 years of experience, the interviewer may ask you to describe some of that experience.



Dress to impress your potential employer.

Pick out a sleek, professional outfit that fits you well, like a dress shirt and blazer, or a blouse with a pencil skirt. Finish off your outfit with a polished pair of shoes, so you look as professional as possible. For instance, a dress shirt with matching slacks and a nice coat is a great outfit to consider.





Thanks for attention!