

## At the Job Interview

Job interviews are extremely important when you are looking for a new job. Usually a job interview influences whether you get the job or not, and therefore it is a good idea to learn some key phrases before going into your next interview.

In the tables below we've gathered common interview questions and examples of how to answer them. Use them to practice and improve your English!

#### **Table of Contents**

- Interview Ouestions
- Answering Interview Questions

## **Interview Questions**

Answering common interview questions is a useful practice to build up your confidence and fluency before going into an actual interview. Therefore, we've gathered some classic English interview questions for you in the table below. Try answering them for yourself and get ready for your next job interview!

Tell me about yourself.

Why are you applying for this job?

Why should I hire you?

How can you contribute to our company?

What kind of previous work experience do you have?

What is your biggest strength?

What is your biggest weakness?

Tell me about a difficult work situation and how you overcame it.

Tell me about a time you failed and how you learned from that.

Where do you see yourself in the next five years?

What are some goals that you have?

Do you have any questions for me?

#### **ESSENTIAL PHRASES**

At the Job Interview



#### What is your biggest weakness?

When asked this question it's important to talk about a weakness that you improved or what it has taught you. It would be a bad idea to simply explain a weakness that you haven't overcome. Depending on the weakness, it might make you seem unsuitable for the job. Here is one possible way to answer this question In my previous job I would always say yes to new projects, and I became overwhelmed by my workload.

#### Tell me about a time you failed and how you learned from that

This can be a difficult question to answer. The important thing to remember here is that the interviewer doesn't necessarily want to hear a long story. They want to hear about a time you overcame something and what that experience taught you. For example, here is one way you could answer this question While in college I allowed myself to become completely overwhelmed by my work and studies, and learned that I simply cannot do everything.

### Do you have any questions for me?

This is a question often asked at the end of an interview. It's very important to have your own questions for the interviewer. This shows your interest in the job or company. There are lots of different kinds of questions you could ask. You could ask about specific details of a job or about your future colleagues. Another question you could ask an interviewer is What do you value most in your company's work?.

## **Answering Interview Questions**

If you are having trouble answering interview questions like the ones in the table above, then it can be helpful to look at example responses to interview questions. That way you can find inspiration for your own answers. In the table below we've gathered some examples to help you do this. Take a look!

I previously worked as a store manager for three years.

I am a fast learner and enjoy working together with others.

I'm looking to get more experience in this field.

I heard about this opening from my friend who is currently employed by you.

My biggest strength is my curiosity and love of learning.

I hope to improve the skills I gained in my last position.

#### **ESSENTIAL PHRASES**

At the Job Interview



I completed an internship with this company during my studies.

I work well under pressure and am able to stay focused.

I am very flexible and easily adapt to new environments and challenges.

#### I heard about this opening from my friend who is currently employed by you

It's always great to mention references during an interview. Especially if that person already works at the company you are applying to! Companies often like to hire individuals that current employees know and can vouch for. After telling an interviewer that you know one of the company's employees, they may ask who that person is or a question like Which department do they work in?.

#### My biggest strength is my curiosity and love of learning

When talking about your strengths during an interview it's important not to just mention things that you are good at. You want to mention strengths that fit the job you are applying to. Explain how those strengths would help you in the new position, and why that would make you a valuable employee. In response, an interviewer might ask a follow-up question like Can you tell me about a time when this strength helped you in a previous job?.

# **Frequently Asked Questions**

### What are the most important English interview questions and answers that I should know?

Tell me about yourself.

Why are you applying for this job?

What kind of previous work experience do you have?

Do you have any questions for me?

I am a fast learner and enjoy working together with others.

I'm looking to get more experience in this field.

I hope to improve the skills I gained in my last position.

I work well under pressure and am able to stay focused.

#### **ESSENTIAL PHRASES**

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#### What is the structure of a job interview?

Job interviews in English-speaking countries always begin with introductions. Afterwards the individuals involved in the interview will have a conversation that is made up of important questions and answers. Don't forget to ask questions yourself if you are the one being interviewed! At the end of an interview, you say your goodbyes.

#### How should I prepare for a job interview?

The best way to prepare for a job interview is to practice as much as possible. Ask your friends or family to help you practice and to give you advice on how you can better answer questions or argue your point. Learning key phrases as well as common interview questions and answers is also a good idea. You should also research the job that you are applying for as much as possible and think of ways why you would be the best person for that job.



Listen to All Phrases