

Attending an Interview. Function Lesson.

the
TEFL
DROP



Lesson 025
B1-level
90 minutes

Attending an Interview. Lesson Guide.

Introduction.

Welcome to a 'TEFL Drop' lesson pdf. At the TEFL Drop we believe in engaging, interactive and realistic ESL lessons. This pdf contains all you need for a 90-minute ESL Lesson. Each pdf contains a range of presentation slides and activity handouts to be printed, cut up and used in your class. TEFL Drop materials are all about being creative, we want you to adapt them for your own activities, there is no wrong way of using our materials, it is simply up to you. Have fun!

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Attending an Interview. Warmer.

**Write 10 common interview questions.
You have five minutes.**

**What are your strengths?
Why are you applying for this?
When can you start work?**



Attending an Interview. Discussion.

Discuss the questions in pairs.

Student A.

What was your first job interview like?

How do you prepare for a job interview?

What are the most common job interview questions?

What is the most difficult question you have ever been asked in an interview?

How can you make a good first impression in an interview?

Student B.

Should candidates always be honest about their weaknesses? Why or why not?

What do you think is more important in an interview: experience or personality?

Have you ever had a bad job interview experience? What happened?

How important is body language in an interview?

If you were an employer, what qualities would you look for in a candidate?



Attending an Interview. Dialogue.

Good morning, thank you for coming in today.

Thank you for inviting me to this interview.

Can you tell me about your experience?

I have experience working in customer service for three years.

What are your main strengths?

My strengths include strong communication and problem-solving skills.

What would you say is your biggest weakness?

One of my weaknesses is time management, but I am working on it.

Why are you interested in this position?

I'm interested in this position because I enjoy working with people.

Could you tell me more about your teamwork experience?

In my previous job, I worked closely with a team to handle customer issues.

Do you have any questions for us?

Yes, what are the opportunities for growth in this company?

We offer training and promotions for employees who perform well.



Attending an Interview. Structures.

Thank you for inviting me to this interview.

I have experience working in **teaching**.

My strengths include **sales** and **problem solving**.

One of my weaknesses is **time management**.

I'm interested in this position because of the **working hours**.

Could you tell me more about **the role**?

What are the opportunities for growth in this company?

When can I expect to hear back from you?



Attending an Interview.

Worksheet.

Complete the sentences.

01. Thank you for _____ me to this interview.
02. I have _____ working in customer service for three years.
03. My _____ include communication and problem-solving.
04. One of my _____ is time management, but I am working on it.
05. I am very _____ in this position because I enjoy working with people.
06. Could you tell me more about the _____ and responsibilities?
07. What are the opportunities for _____ in this company?
08. When can I expect to _____ back from you?
09. This job requires strong _____ skills.
10. The company offers great _____ such as health insurance.
11. I believe I am a strong _____ for this position.
12. What is the expected _____ for this role?
13. My previous employer gave me a great _____.
14. I sent my job _____ last week.
15. Teamwork and _____ are important in this role.

Make a dialogue.

Write a dialogue between an interviewer and candidate.

Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____
Interviewer	_____
Candidate	_____

Attending an Interview.

Role-Play.

Interview A - Interviewer

You are interviewing for the position of 'Barista' at Starbucks

Interview A - Candidate

You are interviewing for the position of 'Barista' at Starbucks

Interview B - Interviewer

You are interviewing for the position of 'History Teacher' at a local Secondary School

Interview B - Candidate

You are interviewing for the position of 'History Teacher' at a local Secondary School

Interview C - Interviewer

You are interviewing for the position of 'Customer Service Assistant' at Argos

Interview C - Candidate

You are interviewing for the position of 'Customer Service Assistant' at Argos

Interview D - Interviewer

You are interviewing for the position of 'Data Analyst' at Google

Interview D - Candidate

You are interviewing for the position of 'Data Analyst' at Google

Attending an Interview.

Word Cards.

Interview	Position	Experience	Skills
Responsibilities	Weaknesses	Qualifications	Strengths
Professional	Candidate	Employer	Salary
Communication	Teamwork	Promotion	Benefits
Problem-solving	Career	Reference	Application

Attending an Interview. Answer Key.

Page 07. Worksheet.

- 01. inviting
- 02. experience
- 03. strengths
- 04. weaknesses
- 05. interested
- 06. role
- 07. growth
- 08. hear
- 09. communication
- 10. benefits
- 11. candidate
- 12. salary
- 13. reference
- 14. application
- 15. problem-solving

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