

Listen to an expert giving advice about how to prepare for a job interview. Read the questions and choose the best answer according to what you're asked to do.

1. According to surveys, how long does it take a hiring manager to make an opinion about you?

a. Less than ten minutes b. More than 10 minutes c. Exactly 10 minutes

2. How could you make a first good impression of yourself? Cross out the ones which are NOT mentioned.

Give a firm handshake wear some make-up look the interviewer in the eye
don't speak until told to dress appropriately

3. The expert agrees with the presenter in that ...

a. ... You should wear fashionable clothes to an interview
b. ... Your clothes should be rather conservative
c. ... You should ask a professional about what to wear

4. According to the expert, what should you practice before going into a job interview?

a. A short talk about what you have done professionally so far.
b. A short talk to impress the hiring manager
c. A short talk to smooth things down and relax the atmosphere

5. If you were fired from your previous job, the expert advises ...

a. Not to mention it unless you're asked about it.
b. To tell a lie if you are asked about it.
c. To be positive about it in the interview.

6. What idea of yourself should you primarily put across?

a. That you have leadership skills and you are a team player
b. That you have played skilfully as the leader of a team
c. That becoming the leader of a team doesn't impress you

7. By showing the results you had in your previous job ...

a. You can prove your commitment to the mission of your previous company.
b. You can prove you can impress and have an impact on your customers.
c. You can prove the interviewer that you are a committed and hard-working person