

Aims To extend questions asked at an interview and give students practice in engaging in a role-play

Time 15 minutes

Materials 1 handout for each student

- Give each student a copy of the handout and ask them to look at the advert in task A and discuss the questions with a partner. Get feedback from a few students, ensuring they are able to explain their reasons for (not) wanting the job. Check they know the abbreviation *p.a.* (= per annum, per year).

flight attendant

- In task B, firstly tell students to match up the sentence halves and check answers as a class before continuing.

1 C 2 F 3 D 4 E 5 G 6 A 7 B

- Give students time to read the interview and insert the missing questions. Check answers as a class.

1 How did you find out about the job?

2 Why did you apply for the position?

3 Do you have any relevant work experience?

4 Why do you think you are the right candidate for the role?

5 Do you have any other skills which might be useful in the job?

6 How do you feel about doing shift work?

7 How do you cope with pressure?

- In pairs, students prepare and rehearse an interview based on the job advertised in task C. Either select a few pairs to present their role-play to the class or put two pairs together and tell them to act out their interviews to each other. Get some feedback on which students were particularly strong candidates for the job.

A Read the advert. What job is being advertised? Would you be interested in doing this job? Why? / Why not?

Newly-established airline is seeking enthusiastic, hard-working flight attendants. Must enjoy dealing with customers. Should be flexible and willing to do shift work. Experience preferred, but not essential, as full training will be given. Ability to speak a foreign language an advantage. Starting salary £20–25,000 p.a.

B Penelope applied for the job and has been invited for an interview. Match the sentence halves to form questions that the interviewer asks and then use them to complete the interview.

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|--------------------------------|-------------------------------------|
| 1 Why do you think you are | A for the position? |
| 2 How do you cope | B about doing shift work? |
| 3 How did you find | C the right candidate for the role? |
| 4 Do you have any other skills | D out about the job? |
| 5 Do you have | E which might be useful in the job? |
| 6 Why did you apply | F with pressure? |
| 7 How do you feel | G any relevant work experience? |

Interviewer 1 _____

Penelope I saw it advertised in *The Guardian* last week.

Interviewer 2 _____

Penelope Well ... I'm working at the moment, but I'm keen to find a more challenging, interesting job.

Interviewer I see from your CV that you haven't worked as a flight attendant before.

Penelope 3 _____

Yes, I do. When I was at school, I had a part-time job as a waitress, so I'm experienced in dealing with customers. Currently, I'm working as a hotel receptionist, so I'm very used to interacting with the public and responding to queries.

Interviewer 4 _____

Penelope Because I'm a self-motivated, positive person and I love working with people. Although I haven't worked as a flight attendant before, I'm very conscientious and eager to learn.

Interviewer 5 _____

Penelope Yes, my mother's from France, so I speak fluent French. I also have an A level in German.

Interviewer 6 _____

Penelope That aspect of the job wouldn't be a problem for me. I'm very adaptable and I work shifts in the hotel at the moment.

Interviewer Being a flight attendant can sometimes be quite stressful.

Penelope 7 _____

I think I work well under pressure. I'm good at managing my time and I deal with problems in a calm, professional way.

Interviewer Thank you for coming in, Penelope. We'll be in touch by the end of the week.

C Look at the job advert below. Work in pairs. Role-play an interview for the job, using the questions from B to help you.

Five-star hotel is looking for a creative, confident chef. Should be able to work as part of a team and cope well under pressure. Must be available to work evenings and weekends. Knowledge of Thai food an advantage. Salary range £22,000–£30,000 p.a.