**Interview Skills**

A **Put the words in the questions in the right order to make interview questions.**

1 What learn you from your last job did? *What did you learn from your last job?*

2 What you good are at?

3 What want you in do the future do to?

4 What your free time do in do you?

5 What in last job your didn’t like you?

B **Consider the following interview about a Human Resources Director and a Candidate to hire a new candidate.**

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| Human Resources DirectorIntroduce yourself and ask the candidate these questions.Interview questions* How long / been in / present job?
* Why / leave last job?
* What skills / have?
* Where / want to be in five years’ time?
* What / do in / free time?
* Do / have any questions?

Preparing for the interviewYou can offer:* Job starts next month
* Anual holiday 25 days
* Company car after six months
* Salary $35.000
 | CandidateIntroduce yourself and answer the interview questions.CV summary* Been Assistant General Manager for three years
* Left las job because wanted a challenge
* Speak two languages and have computer skills
* Plan to be a good manager and become director
* Enjoy reading and playing tennis

Preparing for the interviewAsk these questions.* When / job starts?
* How long / anual holiday?
* Will / company car?
* What / salary?
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PORQUE AHORRAR EN UNA HOJA

LA CALIDAD Y EL APRENDIZAJE NO PASA POR EL AHORRO DE ESPACIO

SEA GENEROSA CON EL ESPACIO VIRTUAL NO COBRAN POR HOJA