**Unit 7 Job Interview**

**Task 1 Job interview**

1. **Speaking: Preparing for an interview**

What do you have to do before an interview? Complete the following sentences:

1. You should/ shouldn´t…
2. You must…
3. You don´t have to…
4. You mustn´t…
5. **With a partner, go through the list of job interview questions and identify those that are particularly tricky or even illegal. Which question(s) would take you by surprise?**

**Job Interview Questions**

[1:    Tell me about yourself.](http://www.resumagic.com/job_interview_questions_1.html)

[2:    Where do you see yourself in five years?](http://www.resumagic.com/job_interview_questions_2.html)

[3:    Are you willing to relocate?](http://www.resumagic.com/job_interview_questions_2.html)

[4:    Are you willing to travel?](http://www.resumagic.com/job_interview_questions_2.html)

[5:    Are you willing to work overtime?](http://www.resumagic.com/job_interview_questions_3.html)

[6:    What book are you currently reading?](http://www.resumagic.com/job_interview_questions_3.html)

[7:    What animal would you pick if you had to live as one and why?](http://www.resumagic.com/job_interview_questions_3.html)

[8:    What are your hobbies and interests outside of work?](http://www.resumagic.com/job_interview_questions_4.html)

[9:    What do you like to watch on television?](http://www.resumagic.com/job_interview_questions_4.html)

[10:  Will you take a lie-detector test?](http://www.resumagic.com/job_interview_questions_6.html)

[11:  How do you feel about air travel?](http://www.resumagic.com/job_interview_questions_7.html)

[12:  Have you ever owned your own business?](http://www.resumagic.com/job_interview_questions_7.html)

[13:  How is your health?](http://www.resumagic.com/job_interview_questions_7.html)

[14:  What do you do to maintain your health?](http://www.resumagic.com/job_interview_questions_8.html)

[15:  Do you have any physical problems that limit your abilities?](http://www.resumagic.com/job_interview_questions_8.html)

[16:  What organizations are you a member of?](http://www.resumagic.com/job_interview_questions_8.html)

[17:  How do you balance career and family?](http://www.resumagic.com/job_interview_questions_9.html)

[18:  What is your greatest strength?](http://www.resumagic.com/job_interview_questions_9.html)

[19:  What is your greatest weakness?](http://www.resumagic.com/job_interview_questions_10.html)

[20:  Do you work better alone or as part of a team?](http://www.resumagic.com/job_interview_questions_11.html)

1. **Job Interview Tips – Socially Awkward Situations**

**Match the phrases**

desperately an opinion of someone within the first few minutes

land your thoughts before you speak

a balancing act need a job

make handshake

form your weaknesses

a firm a job

collect a good impression

know between modesty and arrogance

**Now use the phrases to formulate job interview tips.**

**Task 2 Reported Speech**

1. **Rephrase the following sentences.**
2. “I work as a lab director.”

She told me she ………………………………. as a lab director.

1. “I´m really busy today.”

He said he ………………………………………………... .

1. “I´ve sent them my CV, cover letter and educational certificates.”

She said she …………… them her CV, cover letter and educational certificates.

1. “I must deal with a lot of paper work in my job.”

He complained that he …………………………….. a lot of paper work in his job.

1. “I will ask my former teacher for a recommendation letter.”

She told me she …………………… her former teacher for a recommendation letter.

1. “I can start work next month.”

He said that he ………………………………. .

1. **Choose the correct verb(s).**
2. I *offered/ suggested* meeting them at the airport.
3. He *promised/ volunteered* to cook dinner.
4. The teacher *said/ agreed* to meet the student representatives.
5. He *refused/ proposed* that the subject of holiday pay should be raised at the next meeting.
6. We *expected/ insisted* to receive the machine parts the following day.
7. He *denied/ remind* knowing of the plan to relocate.
8. **Report a few points from your interview using some of the verbs in B.**

**Task 3 Reading: A CV of failures**

A couple of months ago, I received a letter informing me that my fellowship application had failed.

In a way, a fellowship rejection is to be expected. Most of these fellowships have success rate of about 15%. For every hour I´ve spent working on a successful proposal, I´ve spent six hours working on ones that will be rejected. I don´t mind the extra work – after all, if I abhorred tedious tasks with low chances of success, I wouldn´t be in research.

Even so, this means that for every successful project, there are about six challenges to my ability, my determination and my vision. I find this harder to swallow. Perhaps this is because I have generally succeeded so far. I did well at school and later at university, earned the PhD position of my dreams, and have published several papers. This is the story that my CV reveals.

But that is exactly the problem. My CV does not reflect the bulk of my academic efforts – it does not mention the exams I failed, my unsuccessful PhD or fellowships applications, or the papers never accepted for publication. At conferences, I talk about the one project that worked, not about the many that failed.

As scientists, we construct a narrative of success that renders our setbacks invisible both to ourselves and to others. Often, other scientists´ careers seem to be a constant, streamlined series of triumphs. Therefore, whenever we experience an individual failure, we feel alone and dejected.

So here is my suggestion. Compile an “alternative” CV of failures. Log every unsuccessful application, refused grant proposal and rejected paper. It will probably be utterly depressing at first sight. But it will remind you of the missing truths, some of the essential parts of what it means to be a scientist – and it might inspire a colleague to shake off a rejection and start again.

**Share some points from your “CV of failures” with friends.**

**Find synonyms in the text above:**

hated: ……………………………………

boring, tiring, monotonous: ……………………………..

the main or largest part of sth: ………………………………

failures: …………………………

unhappy, disappointed: ………………………….

make a record of something: ……………………………

get rid of sth bad: ………………………..