

Practice Answering Job Interview Questions for ESL Students

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Vocabulary:

(job) applicant, apply

employer, employee, employment, employ/hire, position/job, interviewer

management, manager, boss, supervisor

work experience, education, achievement/accomplishment, goal, strength, weakness

level of education, degree, training, skills, abilities, passion

prosper, thrive

Practice Answering Interviewers' Questions:

1. Tell me/us about yourself. (Tell me/us something good/bad about yourself.)
 - a) This is sometimes called a thirty-second commercial. Here, the applicant can briefly tell the interviewer/s about his/her work experience, training, skills, and/or abilities and how he/she can help the company prosper.
 - b) To tell something good about him-/herself, the applicant can talk about his/her special work experience, skills, training, abilities, and/or passion, etc. which can help the company thrive.
 - c) To tell something bad about him-/herself, the applicant can talk about something he/she is trying to improve in an area which would not affect the company negatively.
2. Where did you hear about the position/job?

Here, the applicant simply states how he/she found out about the position/job.

3. Why do you want to work for my/our company?

The answer depends on the applicant's research of the company and his/her own sincere reasons and should be more thoughtful than just expressing the applicant's wish to make money.

4. Why should I/we hire you?

As in 1. a), the applicant can tell how he/she can help the company prosper.

5. What are your professional strengths, weaknesses, achievements/accomplishments?

This is similar to 1. The applicant can also briefly talk about his/her professional achievements or accomplishments and what he/she wants to achieve or accomplish for the company.

6. What are your short-term, long-term goals, and/or what do you want to do in five years?

Here, the applicant can express his/her goals to help the company prosper in a certain timespan.

7. Are you organized?

The answer ought to be yes. The applicant can also explain how being organized helps him/her do his/her best work.

8. Do you have good time management, or do you manage your time well?

The answer ought to be yes. The applicant can explain that he/she wants to get his/her work done on time, so good time management is very important.

9. Do you work well under pressure, in a team?

The answer ought to be a strong yes, and then the applicant can give brief examples of how he/she worked well under pressure, and/or in a team.

10. How do you make important decisions?

The applicant can answer this question based on his/her experience.

11. Do you speak another language?

The answer depends on the applicant.

12. Do you have a question/questions for me/us?

The applicant can ask a thoughtful question or questions (not too many) after having done thorough research about the company to show his/her interest in it.

Advice for Applicants:

Remember you want to make a great impression, so be polite, positive, professional, and friendly.