

Perfect fit

🔦 Duration: 1 h

🔦 Age: adults

🔦 B1-B2 level

🔦 Individual lesson

🔦 Main focus:

Can participate actively in routine and non-routine formal discussion.

Can carry out an effective, fluent interview, departing spontaneously from prepared questions, following up and probing interesting replies.

1

Warm-up

Exercise 1. Read the facts and tips for a job interview. Guess which words are missing. Do you agree with all the points? Can you add something to the list?

1. Employers usually form opinions of ____ within the first 10-30 seconds.
2. It's important to research the company ____ the interview.
3. Nonverbal communication, like ____ and ____, is important.
4. It's ____ to ask questions during the interview.
5. Preparation is key - practice common interview ____ beforehand.
6. Follow up with a thank you ____ after the interview.
7. Don't forget to bring extra ____ of your resume and any necessary documents.

2

Vocabulary

Exercise 2. Look through the list of words related to the topic. Do you know their meaning? Can you define them? If you don't know a word, there is a glossary at the end of the lesson plan.

professional background

personal traits

salary expectations

previous employment

give it my all

job requirements

strengths

a degree

qualifications

good fit

job interview

get hired

to apply for

weaknesses

resume



Exercise 3. Fill in the gaps in the sentences with the words from the previous exercise.

1. I am working on my _____ to perform better at my job.
2. Employers focus on _____ in a _____.
3. I have _____ in SMM and customer service.
4. I want _____ the position of a receptionist at this hotel.
5. If I impress the hiring manager, I might _____ for the job!
6. Even though it's challenging, I want to _____ during the interview.
7. _____ may include specific education or experience.
8. My _____ are \$20 per hour.
9. My professional _____ is in accounting and finance.
10. In my _____, I worked as a teacher assistant.
11. I need to update my _____ before applying for this job.
12. With my skills and experience, I think I would be a _____ for this company.
13. One of my _____ is a bachelor's degree in marketing.
14. I consider my leadership skills as my biggest _____.

3

Reading and speaking

Exercise 4. Read the dialogue. Highlight the phrases with the words from the previous exercise in the answers to the interviewer's questions.

Role-play a dialogue including these questions with your teacher.

Try to reach the following communicative goals:

1. Ask 2-3 questions about the position or the team;
2. Present your weaknesses in a positive way;
3. Give at least one example from your work experience that shows your professionalism.



Hello, I'm Jane and I'll be interviewing you today for the UI designer position. Can you tell me a little bit about yourself?



Hi, my name is Mark and I've been working as a UI designer for the past 3 years. I'm really excited to apply for this position and give it my all.



Great. Can you walk me through your professional background and previous employment history?



Sure. After graduating with a degree in graphic design, I worked for a startup company where I gained experience designing mobile apps and websites. Then, I moved on to work at a larger corporation where I was able to increase my knowledge by working on more complex projects.

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Impressive. What personal traits and strengths do you have that make you a good fit for this job?



Well, I think my attention to detail, creativity, and problem-solving skills are some of my strongest points. I am really good and efficient at working in a team. And I enjoy brainstorming sessions with colleagues.



That's great to hear. We're looking for someone who can handle job requirements like managing multiple tasks and meeting deadlines. Can you tell us about a time when you had to handle multiple tasks?



Absolutely! At my previous job, I worked on designing web and mobile interfaces at the same time, as well as making changes that my boss asked for. To keep things organized, I created a plan on a special platform for teamwork and kept in touch with my teammates to make sure everything was done on time and up to standards.



Excellent. One final question for you - what salary expectations do you have for this role?



Well, based on my qualifications and experience, I would say a range between \$60,000-\$75,000 with benefits sounds fair.



Thank you for sharing that, Mark. We'll let you know if we decide to move forward with your application.



Thank you, Jane. It was great speaking with you.

Exercise 5. Make up interesting sentences with these words. You can use the words in any order, but all of the words mentioned in the same line should be included into one sentence.

1

responsibilities

position

main

2

long-term

career

goal

3

team

dynamic

department

4

communication

key

team

5

support

employee

development

6

considering

application

hearing





Correct answers

Exercise 1

Made in "Find Interesting Facts".

Suggested answers:

1. job candidates
2. before
3. eye contact, posture
4. okay
5. questions
6. email
7. copies

Exercise 2

Made in "Essential vocabulary".

Exercise 3

Made in "Sentences with target vocabulary" and "Fill in the gap".

Correct answers:

- | | |
|-----------------------------------|-------------------------|
| 1. weaknesses | 8. salary expectations |
| 2. personal traits, job interview | 9. background |
| 3. a degree | 10. previous employment |
| 4. to apply for | 11. resume |
| 5. get hired | 12. good fit |
| 6. give it my all | 13. qualifications |
| 7. job requirements | 14. strengths |

Exercise 4

Made in "Create a dialogue on any topic".

Exercise 5

Made in "Link the words into sentences".

Possible answers:

1. What are the main responsibilities of this position?
2. My long-term career goal is to become a manager in the industry.
3. Could you describe the team dynamic in this department?
4. In my opinion, communication is key when working in a team environment.
5. How does your company support employee development?
6. Thank you for considering my application and I look forward to hearing back from you soon.



Glossary

personal traits

qualities that describe a person's behavior and personality.

salary expectations

the amount of money a person hopes to earn for their work in a particular job.

job interview

a formal conversation in which someone is asked questions in order to find out if they are suitable for a job position.

to apply for

to submit an application or request for consideration for a job or other opportunity.

previous employment

work experience gained from past jobs or positions held by a person.

good fit

when an individual's skills, qualifications, and personality match the requirements and culture of a company or job.

get hired

to be offered and accept a job position after successfully completing the hiring process.

weaknesses

areas where a person doesn't have enough skill or knowledge and may need improvement.

strengths

skills, and abilities that a person is really good at.

professional background

individual's education, work experience, and training related to their career field.

qualifications

education, skills, experience, or other things that make a person suitable for a particular job or task.

job requirements

specific skills, experience, education, or other criteria necessary to perform a particular job.

a degree

an academic qualification that a person gets when they have passed the course.

give it my all

to put maximum effort towards achieving a goal or completing a task.

resume

a document summarizing an individual's education, work experience, skills, and achievements used when applying for a job