



Task Title: Preparing for a Job Interview

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes No

Goal Path: Employment Apprenticeship

Secondary School Post Secondary Independence

Task Description: Watch a video to learn about preparing for a job interview.

Main Competency/Task Group/Level Indicator

- Find and Use Information/A3

Materials Required:

- Pen/pencil and paper
- Computer or digital device

Task Title: PreparingForAJobInterview_E_A3

Learner Information

When preparing for a job interview, it can be helpful to watch videos, read information, or talk to others about what to expect.

Copy and paste the following address into the web browser of the computer and watch a video about interview preparation:

<https://www.youtube.com/watch?v=qpkegRmPgis>

Work Sheet

Task 1: Why is it important to do research about the company you're applying to work for?

Answer:

Task 2: Why is it important to review the job description before your interview?

Answer:

Task 3: What is often the first interview question and how can you prepare for it in advance?

Answer:

Task 4: What is a behavioural interview question?

Answer:

Task Title: PreparingForAJobInterview_E_A3

Task 5: What is one strategy you can use if you are asked a question and you don't have an answer prepared?

Answer:

Answers

Task 1: Why is it important to do research about the company you're applying to work for?

Answer: This gives you a chance to learn about the company mission and values. You can then discuss how your skills and goals align with those of the company.

Task 2: Why is it important to review the job description before your interview?

Answer: You will be able to prepare answers about how your skills and experience will prepare you for the tasks required for this job.

Task 3: What is often the first interview question and how can you prepare for it in advance?

Answer: Interviewers will often ask you to tell them about yourself. This is your opportunity to give an introduction about who you are, where you have worked in the past, and what your career goals are. This is often the first question you will be asked in an interview and you can prepare your answer in advance.

Task 4: What is a behavioural interview question?

Answer: A question that begins with "Give me an example of..." Or "Tell me about a time when..." These questions are used to help understand how you behaved in certain situations.

Task 5: What is one strategy you can use if you are asked a question and you don't have an answer prepared?

Answer: You can always say "That's a great question. Please give me a moment to think about that before I answer."

Task Title: PreparingForAJobInterview_E_A3

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A3	Extract info from films, broadcasts and presentations			

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print):

Learner (print):
