

# Job Interview in English



# Topic: Questions



# Why are you leaving your current position?

Try to be honest. You can mention your expectations and the reality, technologies you're not keen on working with, lack of growth.

## Example:

*“While I’m grateful to my previous employer for giving me the opportunity to learn and grow in my career, I feel like, at this point, I’m **not fully satisfied with the work I’m doing**. I **would love to** do something more **meaningful and useful** and get more involved into working on a project where I can **collaborate** with passionate people and learn new approaches and technologies. I would love to **work for** a **fast-growing** company that tries to **make a positive impact** on the world.”*

# Tell me about the biggest challenge you've ever had?

This question is a way for interviewers to get a sense of how you tackle problems. They are also interested in your level of self-motivation. Are you an individual who actively seeks new challenges in order to develop your skills and gain knowledge and experience? Or are you someone who passively avoids difficult situations until they arise, and you are forced to cope?

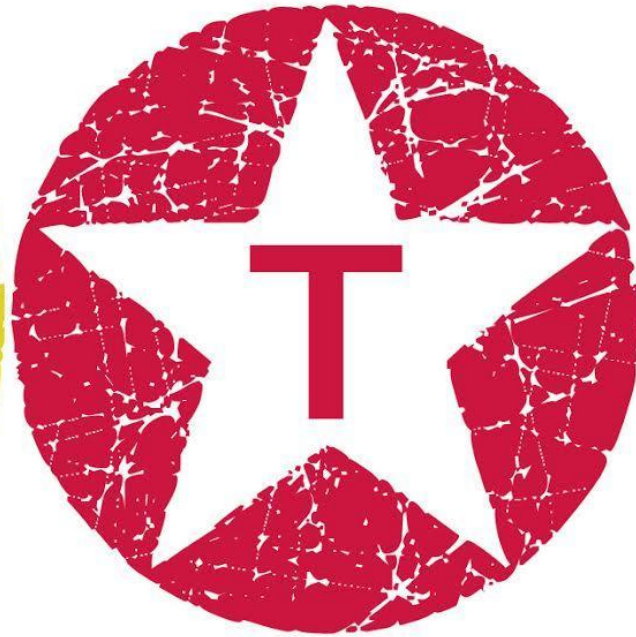
# Shine like a STAR

at your next interview

Use the STAR Method to highlight your qualifications for the job.



Situation.  
Set the scene  
for the story.



Task.  
What was your  
responsibility?



Activity.  
What did you do?



Result.  
How did the  
situation end?

# Response example

“It’s hard to point it out off **the top of my head**. Well, **there was this one time**, when we had to work with a client who did not provide clear requirements which caused a lot of confusion. Once he asked to add a certain feature three weeks before the deadline and we had very little **time** for testing it. (situation) I had to **run all** the needed **tests and** make sure the product was ready to be released. (task) Because the process was very **time-consuming and** we were on a **very tight deadline**, I decided to **eliminate the most critical bugs** and issues first. We **held a meeting** with the team to determine which issues we should **prioritize** and got **to work**. (action) In the end, we **managed to deliver a** functioning product and the client was happy with it.” (result)

# What are your biggest strengths?

“I’ve always considered myself an organized and **result-driven person**. I make sure that the tools and approaches we choose are right for the project and will **result in a** product that **satisfies the customer’s needs**. I’m all about **delivering solutions in** a timely manner and I don’t like to overcomplicate things. For instance, I try to keep my code clean and easy to read so that another person can take **over my** work if need be or, if I have to go back and make some changes, I don’t get mixed up and confused. I think a big part of being organized is being able to **look at the big picture and** asking yourself what may come in the future.”

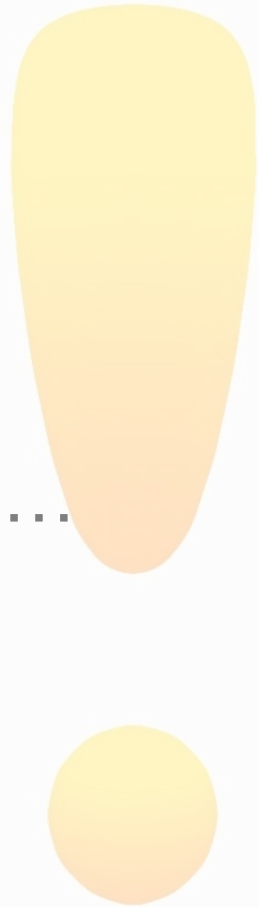
# What are your biggest weaknesses?

“I actually think my English **could use some improvement.** In the past, my fear of communicating in English **USED TO PREVENT** me from taking an active part in meetings. I also used to **lack the confidence** to write to my colleagues or the client team, because, I think, there were a few instances when they thought I was a bit impolite over email. However, it is something I **am working on** at the moment. I’ve been attending English classes for three months now and I feel like I’m **getting over** my fear of talking in meetings. I am still working on writing good emails, and I think I’m **making progress.**”



# Strengths & weaknesses

- ✓ I consider my strengths to be...and I think these are important for this role because...
- ✓ My teammates tell me I'm ...
- ✓ I'm able to ...
- ✓ I'm all about ...
- ✓ I'm good at ...



- ✓ I actually think ... could use some improvement.
- ✓ ... prevents me from ...
- ✓ I lack ...
- ✓ I am working on ... at the moment
- ✓ I'm getting over ...
- ✓ I'm making progress in ...

# What are your biggest strengths and weaknesses?

**Extra**

**resource:** <https://www.indeed.com/career-advice/interviewing/interview-question-what-are-your-strengths-and-weaknesses>

## Tell me about a time when you had to work with a difficult person.

Don't get into detail why you think the person was wrong and how difficult it was to work with them. Instead, tell how you managed to find common language or what you've learned thanks to this experience.

### Example:

*“It was really challenging working with this individual, but what it taught me was empathy, because it made me think about what his challenges were. It really taught me to take the time to find out what he was going through and understand why we had this communication issue.”*

# What is your dream job?

Make sure your interview answer is related to the position you are interviewing for and reassures the interviewer of your commitment and enthusiasm. Make reference to the requirements of the job at hand and to aspects of the job that appeal to you. You can also focus on the company and industry in question. Avoid specific job titles when answering this tricky interview question. Keep the focus on the responsibilities and skills of the position and the type of company culture that appeals to you.

## Example:

*“My dream job would involve **fully utilizing my initiative and problem-solving skills to significantly improve productivity and add real value to the company.** I’ve always been interested in working as part of a **passionate team in a demanding environment – I thrive under pressure and love a challenge**”*

# Tell me about a time you made a mistake?

You want to acknowledge the mistake (and never badmouth or blame others), but you never want to make yourself seem like a liability or a risk to hire for this new job! It's better to talk about making a mistake because you hadn't experienced a situation before, or didn't quite have the right knowledge. And then here's the key – at the end of your answer, talk about what you learned from the experience and how you've become better since then.

## Example:

**“I was managing** a project for one of our biggest clients in my previous company, and I was so eager to please them that I told them we could finish the project within 2 weeks. **I thought this was doable, but it ended up** taking three weeks and **they were not happy. Looking back, I realized I should have been more** conservative in my estimate to the client. I realized that a client isn't going to be upset if you're clear about the timeline in advance, but they are going to be disappointed if you promise something and then don't deliver. **So I took this experience and used it** to become much better at managing the expectations of clients during projects I oversee. **For example, on the next project** with a different client, I told them it'd take four weeks and we finished in three. **They were very happy about this.**”

# What are your core values?

Employers ask this interview question to evaluate your fit with the culture of the company.

## Example:

*“My workplace values are the same as my personal values. I value **diligence** and **commitment**. People need to know they can depend on me to do what I say I’m going to do. I value **cooperation** and believe it is important to work as a team, respecting and supporting each other to achieve results.”*

# What's been the worst job you ever had?

The blame game is never a good interview strategy.

Try saying something like *“the job wasn't quite right because there was a **lack of opportunity** that I thought might have been there, but didn't see.”*

# Describe yourself in one word

Think about the job and what qualities are most critical to perform it successfully. Back it up with a good example.

## Example:

*“I would choose the word “versatile”. I can **quickly adjust to different situations. In my previous job I successfully dealt with diverse customers with unique demands. I continually had to change my approach to meet their specific needs and get the desired result.**”*



# Where do you see yourself in 5/10 years?

This is a tricky question because it can force you to reveal that you don't plan on having a long-term career with the employer. Try speaking more generally about the type of work environment you would like to see yourself in.

## Example:

*“I imagine I’m going to be **working alongside** really smart, positive, enthusiastic people, who will encourage me, and who **I’m learning new things** from, and that **I’m being creative.**”*

# Why did you choose your profession?

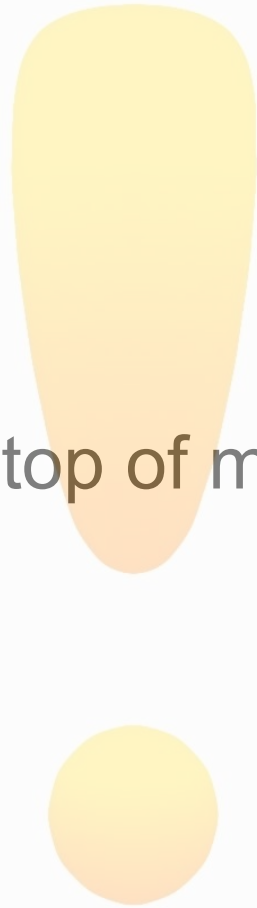
Questions like this one aim to prompt you to show your passion and drive for your career — a time to give a full background of why you love what you do. This is the time where you can tell your story. Interviewers love this. It gives them a peek into who you are, what kind of person you are, what kind of communicator you are, what sort of drive and motivation you have.

# Use phrasal verbs

- ✓ You're breaking up
- ✓ Hold on a minute
- ✓ to come across a problem ( many businessmen are coming across the problem of high quality translation of their presentations)
- ✓ to keep up with technology trends/modern trends in IT
- ✓ to take on a new project (But I'm ready to take on a new project with something that I have no experience in.)
- ✓ to run out of time - не успевать (We ran out of time and didn't finish the project)
- ✓ to dig oneself into the new job — освоиться на новой работе
- ✓ to sum up (to sum up, it may be said ...)
- ✓ to brush up (to brush up (on) one's English) - подзаняться английским языком/-

# Use filler words

- ✓ I would say that...
- ✓ Let me see...
- ✓ You know...
- ✓ I mean...
- ✓ It's hard to remember off the top of my head...



# Phrases to express your opinion

- ✓ I believe...
- ✓ I suppose....
- ✓ I guess....
- ✓ In my view....
- ✓ In my opinion....
- ✓ It seems to me that...
- ✓ From my perspective...
- ✓ From my point of view...
- ✓ From my view point...
- ✓ As far as I'm concerned...
- ✓ Personally, I think...



- ✓ My impression is that...
- ✓ I hold the view that....
- ✓ I'm of the opinion that....
- ✓ I'd like to point out that....
- ✓ What I mean is....
- ✓ Generally it is thought that....
- ✓ Some people say that....
- ✓ Well, it is considered that....
- ✓ It is generally accepted that....
- ✓ It goes without saying that....

# Yes/No Substitutions

<p>Вместо "yes":</p> <p>Totally Absolutely Pretty much so That's right</p>	<p>Вместо "no":</p> <p>Not really Not quite I wouldn't say so</p>
<p>Как ответ на вопрос "How are you doing?"</p> <p>I'm doing great Pretty good Very well, thanks Can't complain</p> <p>(но не "I'm normal", "I'm fine" или "I'm so-so")</p>	<p>Вместо "50\50", когда вы хотите сказать "в каком-то смысле", "не совсем"</p> <p>In a way Up to a point Kind of Sort of</p>

# «Very» Substitutions

Very good = amazing, awesome, fantastic,

Very bad = awful, terrible, lame (informal)

Very interesting = fascinating

Very boring = dull

Like very much = love

Very big = huge

Very small = tiny

Very important = crucial, critical, key

# Phrases to ask for clarification

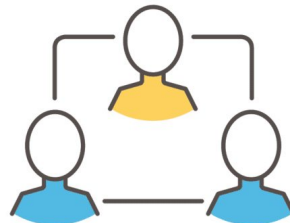
- ✓ I'm sorry, could you say that again?
- ✓ I'm having trouble hearing you.
- ✓ Can you hear me clearly?
- ✓ Could you please explain what you mean by...?
- ✓ So, if I understand you correctly ...
- ✓ Could you paraphrase it, please?
- ✓ I'm not sure I understood your question.
- ✓ Could you repeat please?



# Good luck at the interview and in the project!



TEAMWORK



RELATIONSHIP



COOPERATION