



He has been a manager at a small coffee shop for eight years. The shop is actually closing soon so he needs a new job.

During the interview, Jesse begins to talk about his skills and experience. Carl asks Jesse about management skills in particular. Jesse tells Carl that he has experience managing the inventory in his last job successfully, he communicates daily and effectively with workers, he has developed loyal business relationships with customers, he has trained his workers on everything in the store for them to be effective, he has committed to the development program to help associates learn and advance and he has managed the store progress by monitoring results, communicating results and ensuring every associate follows his lead.

He makes sure to tell his employees when they have done a good job. He rewards them with recognition. He has taught his associates to act like leaders themselves. All of which does not come easy, particularly since some employees can be hard to work with. However, he has developed strong communication, team work and leadership skills, which have helped him be a successful manager and leader.

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He needs a new job because the shop is actually closing soon.

He has experience managing the inventory in his last job successfully.

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He has developed loyal business relationships with customers.

He has trained his workers on everything in the store for them to be effective.

He has committed to the development program to help associates learn and advance.

He has managed the store progress by monitoring results, communicating results and ensuring every associate follows his lead

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what — что, какой

who — кто

whom — кого

whose — чей

which — который

why — почему

when — когда

where — где

how — как

how much — сколько

how long — как долго

how often — как часто

He has been a manager at a small coffee shop for eight years

He communicates daily and effectively with workers

He will develop loyal business relationships with customers.

He is going to commit to the development program to help associates learn and advance

He has developed strong communication, team work and leadership skills, which have helped him be a successful manager and leader.

Motivational Questions – вопросы о мотивации

Why did you give our company preference?	Почему Вы выбрали именно нашу компанию?
Whose example is of ultimate importance to you?	Кого Вы ставите себе в пример?
What objectives are you planning to achieve in this field?	Каких целей Вы хотели бы достигнуть в данной области?

Work experience – опыт работы

How has the previous experience made you a proper candidate for this job?	Как полученный ранее опыт может помочь Вам в новой деятельности?
Could you specify what your most important accomplishments are?	Не могли бы Вы указать Ваши главные достижения?
What was the reason for you leaving your last job?	Почему Вы решили покинуть предыдущее место работы?
What matters to you in an enterprise?	Что имеет для Вас особое значение на предприятии?

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I have been a manager at a small coffee shop for eight years. I need a new job because the shop is actually closing soon.

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I have experience managing the inventory in my last job successfully. I communicate daily and effectively with workers. I have developed loyal business relationships with customers.

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I have developed strong communication, team work and leadership skills, which have helped me be a successful manager and leader.

Example Questions and Answers:

Q: Tell me about your education.

A: Well, I graduated from Tokyo University with a BA in business and then did a one-year postgraduate diploma in accounting.

Q: What did you do in your last role?

A: My main responsibility was looking after the company's largest clients, but I also assisted in developing new business.

Q: Why do you want this job?

A: I've been looking for a job where I can use my creative skills and work with people. I've heard good things about your company.