

Activity Looking for a new job



SUNDAY, SEPTEMBER

ENGINEER

Product Support Manc

2600 Help Wanted

Looking for a new job

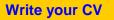
Research a job you are interested in.

- Collect interesting job adverts. Make a list of the skills you will need.
- Find out more about the job.
- Find out about some companies that you are interested in.
- Write a description of the job you want.
- Put all the information you have collected into a special folder.

<u>Tip:</u>

Key the name of your industry into a seach engine. Add other key words such as technician, job, career.

Example: Construction Industry: structural engineer, quantity surveyor, site manager, architectural technician, etc.



Write your CV. You can refer to Europass CV.

Europass CV: <u>http://europass.cedefop.europa.eu/en/documents/curriculum-</u> <u>vitae/examples</u> Europass CV advice and instructions : http://europass.cedefop.europa.eu

Prepare for a job interview. Write notes in answer to these questions about a job you would like to apply for.

- a) Why do you want this job?
- b) What skills will you bring to this job?
- c) Why do you want to leave your present job?
- d) What questions would you like to ask the interviewers?

Role play the job interview

Role-play a job interview. Take turns to be interviewed by the rest of the group.

The interviewers can make a note of whether they think the interviewee should get the job. When they've finished, find out which students have been offered a new job.



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