

Situation

You aspire to apply for a job after finishing your Graduation in some Indian Company/Media Agency/MNCs. The company selects you for an interview. Following are some questions to help you analyse yourself. Answer the questions and then write a paragraph describing yourself as the best candidate to your prospective employer.

You have 5-6 min. to write your response to the questions below and another 6-7 min. to summarise. Keywords (with meaning as sentence clues) are provided below to help you analyse your qualities. Follow the text given earlier.

Greetings: Good..... (Scheduled Time for Interview: 11.59 pm/am)

Tell me about yourself

Why should I hire you?

What are your strengths and weaknesses?
.....

What are your goals?

Why do you wish to work at our company?
.....

What is the difference between hard work and smart work?

What is the difference between confidence and over- confidence?

What was the toughest decision you ever had to make?.....

Can you work under pressure?

What motivates you to do good job?.....

What salary do you expect from us?
.....

What makes you angry?.....

Explain how would you be an asset to this organization?.....

Who has inspired you in your life and why?.....

Words:

1. Passionate
2. Communicator
3. Proficient
4. Punctual
5. Innovator
6. Decisiveness
7. Delegation
8. Leadership
9. Initiative
10. Flexibility
11. Integrity
12. Independent
13. Collaborate
14. Motivated
15. Negotiator

Meaning of the Words:

- A. A person who has the ability to be on time
- B. To work with others on a joint project
- C. To make something better than it was before
- D. An intense emotion or desire for something
- E. Skilled at doing or using something
- F. To divide up and assign tasks
- G. A person who is good at being in charge
- H. Ability to talk with others and come to an agreement
- I. Having the ability to make quick decisions
- J. A person who feels determined to be successful
- K. To take on tasks without being told to
- L. Ability to change easily in different situations
- M. Being honest and doing good things
- N. A person who is skilled at communicating
- O. Ability to work by oneself effectively