Job Interview Worksheet

During a job interview, there are questions that should be asked by both the employer and the applicant.

The employer is the company or person from the company who is holding the interview. The applicant is the person who is applying for the job.

The Employer's Questions

Write an answer for each of the employer's questions:

- Tell me about yourself. (Introduce yourself.)

- Why would you like to work for this company?

- What did you study in school?

- What salary do you expect?

- What skills do you have?

- Do you work well with others?

- Do you speak other languages?
Write 3 more questions that an employer would ask:

1.

2.

3.

The Applicant’s Questions

Write an answer that the employer would give to each of the applicant’s questions:

- Tell me about your company.

- Where are you located?

- What is the salary?

- What are the benefits?

- What does a typical day look like?

- Do you offer any vacation or holiday time?

Write 3 more questions that an applicant would ask:

1.

2.

3.