Unit 25 Name \_Michal Onodi\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prepare for Interview for position of \_Warehouse worker\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ found \_\_Job site\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Learning Outcomes

* 1. Who to contact for more information about the job?

Recruiting managers team.

* 1. Identify the additional information you will need to help you with your interview

Reaserch about company, website, contact from job interview.

2.1 What Appropriate clothing would you wear?

Smart suit ,tie,clean shoes.

2.2 What Questions might you be asked at Interview?

What do you know about company? What skills do you have? Do you have IT skills? What education do you have?

What questions would you want to ask?

Is there parking space? Career progress? Do you provide PPE?

2.3 What Speaking and listening skills would you use?

Speaking formal,listening carefully,make some notes.

2.4 Practice and listening

Conducted small mock interview with Tutor S Sutton – see feedback

I can confirm this is all my work as researched and completed. Sign and date 22.01 25

Pass Y Tutor S Sutton - sign and date A black letter on a white surface

Description automatically generated 27/1/25

27/1/25 Tutor feedback, Good work Michal. Remember one space after a comma. Pass

**The learner will:**

**1. Understand how to find out information about the recruiting organisation**

**The learner can:**

**1.1 Identify who to contact to find out information about the job they are applying for – Pass Y/N**

**1.2 Identify the additional information they need to help them with their interview – Pass Y/N**

**Learning outcome 2**

**The learner will:**

**2. Be able to prepare for an interview – Pass Y/N**

**The learner can:**

**2.1 Identify appropriate clothing to wear to the interview -Pass Y/N**

**2.2 Prepare for potential questions that an interviewer might ask at the interview and that they might want to ask – Pass Y/N**

**2.3 Give examples of appropriate speaking and listening skills they will need to demonstrate during the interview – Pass Y/N**

**2.4 Practise speaking and listening skills for their interview with an appropriate person – Mock interview with tutor Pass Y/N**