

Work Experience - IMPORTANT Student Interview preparation form

Here are some questions you may be asked at interview - use this form to help you prepare

1. Why do you want to have a work experience placement here?

Eg :

- I am interested in sales/working with children/admin work in an office...
- I would like to know the day-to-day running of a retail shop/nursery/office...

2. What do you hope to gain from your work experience?

- I'd like to learn new skills/improve my skills such as working in a team, communicating with people, solving problems
- I hope it will give me an idea of what I'd like to do as a career/or help me to see what I'm good at
- I'll learn what it's like to go to work every day - what's expected of me and what I should expect from working

3. What are your interests/hobbies? /What do you enjoy doing in your spare time?

- Mention what you like doing - for example, reading, listening to music, attending sports club/youth clubs

4. What are the qualities you will bring to this job?

- Think about the type of job you're going to do - "patience, kindness, responsible" for working with children
- "Easy to get on with, friendly, helpful" - for working with customers
- Other qualities: reliable, honest, hardworking
- But only say what qualities you actually have! - be honest!

5. What are your weaknesses/ area you would like to develop during your work experience?

- Think carefully how you say this - be honest, but don't make yourself look bad or they might change their mind about having you work there!
- An example would be, if you're someone that's always late, maybe say that you need to work harder at being punctual
- If you're quite forgetful, maybe say that you need to write down instructions to help you remember what you've been asked to do

6. What do you know about this company/ department/ organisation ?