5. tétel

EX.: Come in. Good morning.

YOU: Good morning.

EX.: Please, sit down.

YOU: Thank you.

EX.: Could you find us easily this morning?

You: Yes, I did.

EX.: Can I now check on a few of your personal details?

You: Yes, of course.

EX.: What’s your name?

You: My name is Kandisz Nóra.

EX.: Where and when were you born?

You: I was born in Nyíregyháza, on 4th July 2003.

EX.: Are you single?

You: Yes, I am./No, I’m not./I’m in relationship.

EX.: Have you got a family?

You: Yes, I have. I live with my father, mother and sister/brother.

EX.: Do you have children?

You: No, I don’t.

EX.: Have you got a driving licence?

You: Yes, I have./No, I haven’t.

EX.: Have you got an own car?

You: Yes, I have./No, I haven’t.

EX.: Where do you live?

You: I live in Nyíregyháza.

EX.: Who do you live with?

You: I live with my girlfriend/boyfriend.

EX.: Have you got an own flat?

You: Yes, I have./No, I haven’t.

EX.: What qualifications (végzettség) have you got?

You: I’m an IT system administrator (network installer and operator).

EX.: Where did you get your certificate?

You: I studied at Inczédy György Secondary School in Nyíregyháza.

And I also got a certificate of CISCO ACADEMY.

(EX.: Where did you study?)

(You: I passed the Matura/School-leaving Exam at ………………. Secondary School.)

EX.: What languages do you speak?

You: My mother tongue is Hungarian, at Primary School I studied German and at Secondary School I studied English. I am in advanced (haladó) level.

EX.: Have you got any working experience?

You: As I am an entrant (pályakezdő) I don’t have too much working experience.

EX: Introduce yourself.

You: I would like to apply for the position of network system administrator. I can operate a computer, use software, plan and evaluate (értékel) project, perform hardware and software tasks, install, configure and operate an address book, support the security system, operate the external and internal network, perform LAN/WAN testing via measures, operate and supervise (felügyel) network, perform LAN/WAN error detection and remedy (hiba keresés és javítás), provide data protection, install equipment, amend network.

I can also operate the wireless network, measure (mér), analyse system parameters and perform reports, document IT security, establish a VPN, perform the remote (távoli) configuration of a client side firewall, perform the software installation of computer system, keep continuous contact and provide support to partners and colleagues, provide user access to partners and perform and check system configuration.

EX: To what extent are you familiar with our company (milyen mértékben ismeri a cégünket)?

You: I have studied your website and I know that you deal with network system integration. Moreover, I have friends on social networking sites (facebook) who used to work or still work at your company.

EX.: Do you like working alone?

You: Yes, I can work individually.

EX.: Can you work in a team?

You: Yes, of course. I always get on well with my colleagues, we share the tasks.

EX.: Do you like organising tasks?

You: Yes, I do.

EX: How will you help the company?

You: I try to do my best. I will be quick, punctual (pontos), honest and helpful to my colleagues.

EX.: What are your interests?

You: I have only a little free time, but I like playing computer games.

EX.: And a final question. If I offer you the job, when could you start?

You: I can start working tomorrow/ next month.

EX.: Fine. Thank you. I’ll call you.

EX.: Good-bye.

YOU: Good-bye.