

CHECK!

Applying for a job

LEVEL

Intermediate (B1)

NUMBER

EN_B1_1034C

LANGUAGE

English

Let's check!

Can I apply for a job?

- Can I describe what I do for a living and give a brief description of what the company does?
- Can I identify the differences between present perfect and past simple?
- Can I respond to common interview questions about myself, my experience and my skills?



Warm-up

**Introduce yourself.
Where are you calling
from?**



**When was the last time
you had a job
interview? What job
were you applying for?**



Learning outcome 1

Can I describe what I do for a living
and give a brief description of what
the company does?



In a job interview (part 1)

1. **Read** the four questions below.
2. Take 2 minutes to **make some notes**. Your teacher will then play the role of interviewer and ask each student the questions.
3. In no more than 3 minutes, **answer** the questions. Think carefully about what details to include.



Tell me a little bit about yourself.

Let's talk about your current job.
What exactly do you do there?

Describe the company you work for.
What do you enjoy about working there?

Why did you choose this career path?
What do you love about what you do?



Let's check! Feedback round

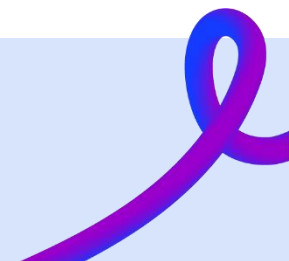
Your teacher will now highlight what was done well and some mistakes that were made **in the last activity** for you to reflect on.



Good examples



Find the mistake!





Learning outcome 2

Can I identify the difference between
present perfect and past simple?

Past simple and present perfect

1. **Read** the prompts below.
2. **Ask** and **answer** questions with your classmates. Use the **past simple** and **present perfect**. Think about the tense that you use in your questions and answers:
 - Are you/they referring to a specific event in the past that is finished?
 - Are you/they asking about an experience that is ongoing?

How long have you been in your current job?

professional experience

current job

past jobs

When did you start learning English?

education

language learning

travel

Where did you live when you were a child? How many places have you lived in?

achievements

current living situation

past living situation(s)



Let's check! Feedback round

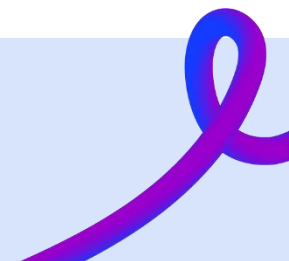
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Good examples



Find the mistake!





Learning outcome 3

Can I respond to common interview questions about myself, my experience and my skills?



In a job interview (part 2)

1. **Read** the four questions below.
2. Take 2 minutes to **make some notes**.
3. In breakout rooms or together as a class, **interview** each other.



Can you tell me about a challenge you have faced in your current role?

What are your greatest strengths?

Do you have any weaknesses?

What is the most rewarding aspect of your job?



Let's check! Feedback round

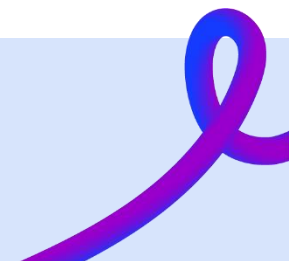
Your teacher will now highlight what was done well and some mistakes that were made **in the last activity** for you to reflect on.



Good examples



Find the mistake!





Let's reflect

End of the lesson

Idiom

a change of pace

Meaning: to do something different or to change your routine

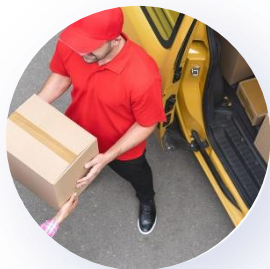


Additional practice



Roleplay: What do you do?

You are at a dinner party and you don't know a lot of people there. Read the prompts underneath the roles and make up a new professional background for yourself. **Ask and answer questions about what you do** with a partner.



Student 1

Industry
Company
Job title
Department

What do you do?



Student 2

Industry
Company
Job title
Department

I'm in healthcare. I work for a company that sells medical supplies to hospitals. What about you?

- currently
- to be in....
- to work for/at...
- I've been... for/since...
- to run a business
- to be self-employed
- The company is based in...



Discussion

**What are your
goals for the
future?**

Do you have a five year plan?





Have you ever...?

Ask each other **questions** about the situations below **using the present perfect**. Begin with *Have you ever...?*



working abroad

extreme sports

injuries and broken
bones

unusual foods



What have you experienced?

Choose one of the categories below and speak about your life experience. Use the present perfect and the past simple.



Travel

Leisure

Work

Sport



Describing a challenge

Describe a challenge you have faced in your current or past job role.



Give some context about a challenging situation.

What was your task or responsibility?

What did you actually do?

What happened?
What was the end result?



Discuss

What is the most unusual or tricky question you've been asked during an interview?



How did you answer it?



Check summary

Describing my current role

currently and actually

- *actually* can be used to express a new or surprising piece of information (similar to *in fact*)
- *currently* = at the moment.

Saying where you work

- to **work** for/at (company)
- to **work** as (job title)
- to **work**/to **be** in (department/industry)

Describing a company

- It was **set up** in (year/date) by...
- It's **based in**...
- **There are** X employees.

Describing main tasks and responsibilities

- My job involves + verb (ing); my responsibilities include + verb (ing)
- Other verbs: to identify, analyse, handle, deal with



Check summary

Differences between present perfect and past simple

Present perfect

- *has/have* + past participle
- Revision of regular and irregular verbs

Recognise when to use present perfect

- Life experience
- Recent events
- Unfinished time periods
- Present result of past action

Past simple

- Action happened at a specific time: past simple
- Finished action in the past: past simple

Asking and responding to interview questions

- *Have you ever worked in sales?*
- *No never.*
- *Yes, I have. I worked as...*



Check summary

Applying for a new role

Describe yourself

- A brief outline of your professional experience, achievements, and goals for the future (relevant to the job you are applying for).
- *I've grown a lot in this role...*
- *I've developed my ... skills*
- *I've been able to...*

Describe your current role

- My job involves (+*ing*); My responsibilities include (+*ing*)

Describe a challenge you have faced

- Interviewers want to know how you behaved in a particular situation.
- to face a challenge

What are your strengths and weaknesses

- Here, you should also give specific examples from your professional experience.



Vocabulary

What do you do (for a living)?

to graduate

My background is in...

actually

currently

to set up (a company)

based in

to involve + ing

to include + ing

to provide

to offer

mainly

to perform

to be in charge of

I want to be my own boss

to go freelance

to be a freelancer

to be self-employed

field

to deal with



Vocabulary

position

to grow

a rewarding job

to perform (a task)

to be able to (+ infinitive)

to manage to (+ infinitive)

I face a challenge

a great deal

whatever it takes

This means that...

I've spent the last X years...

I've been given (a lot of responsibility)

I work well under pressure

