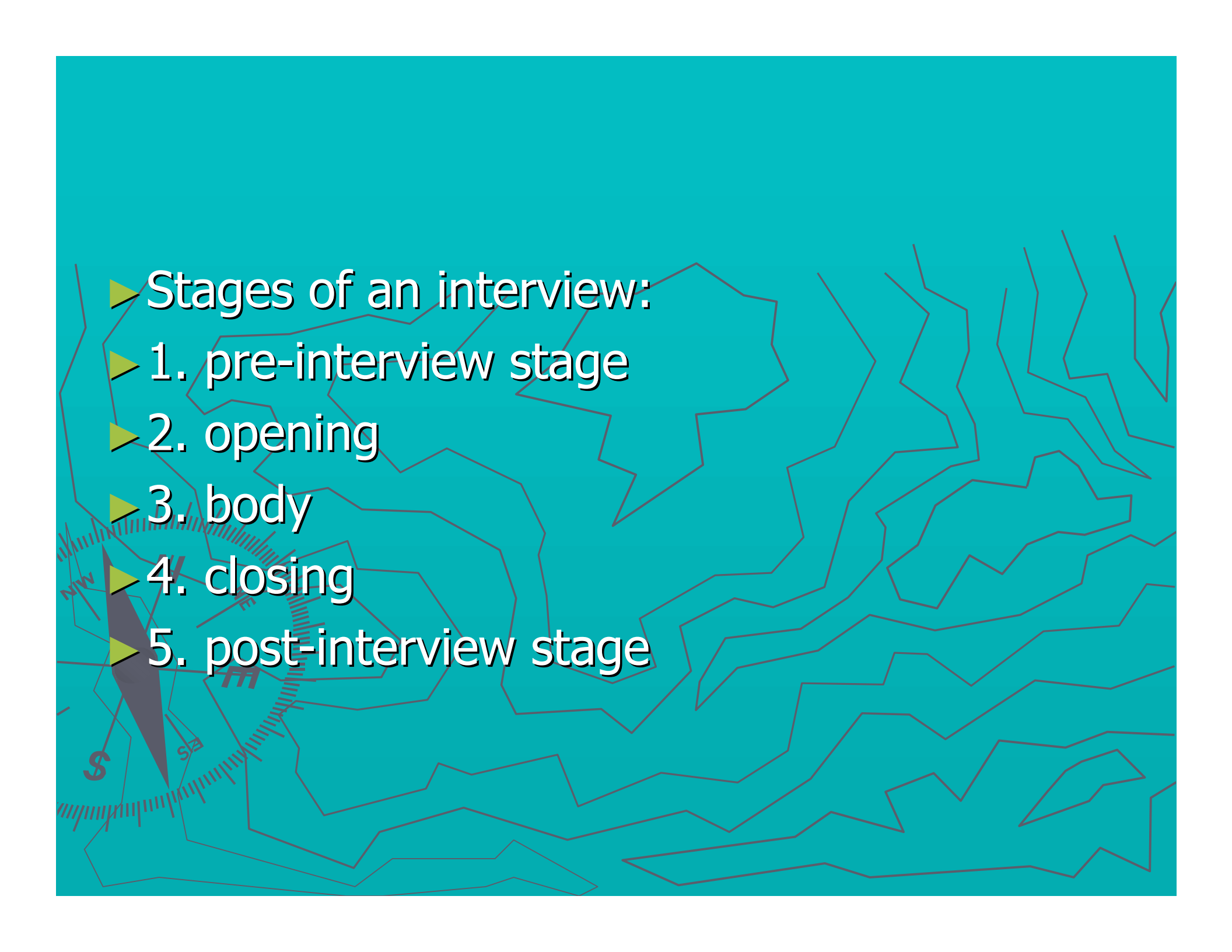
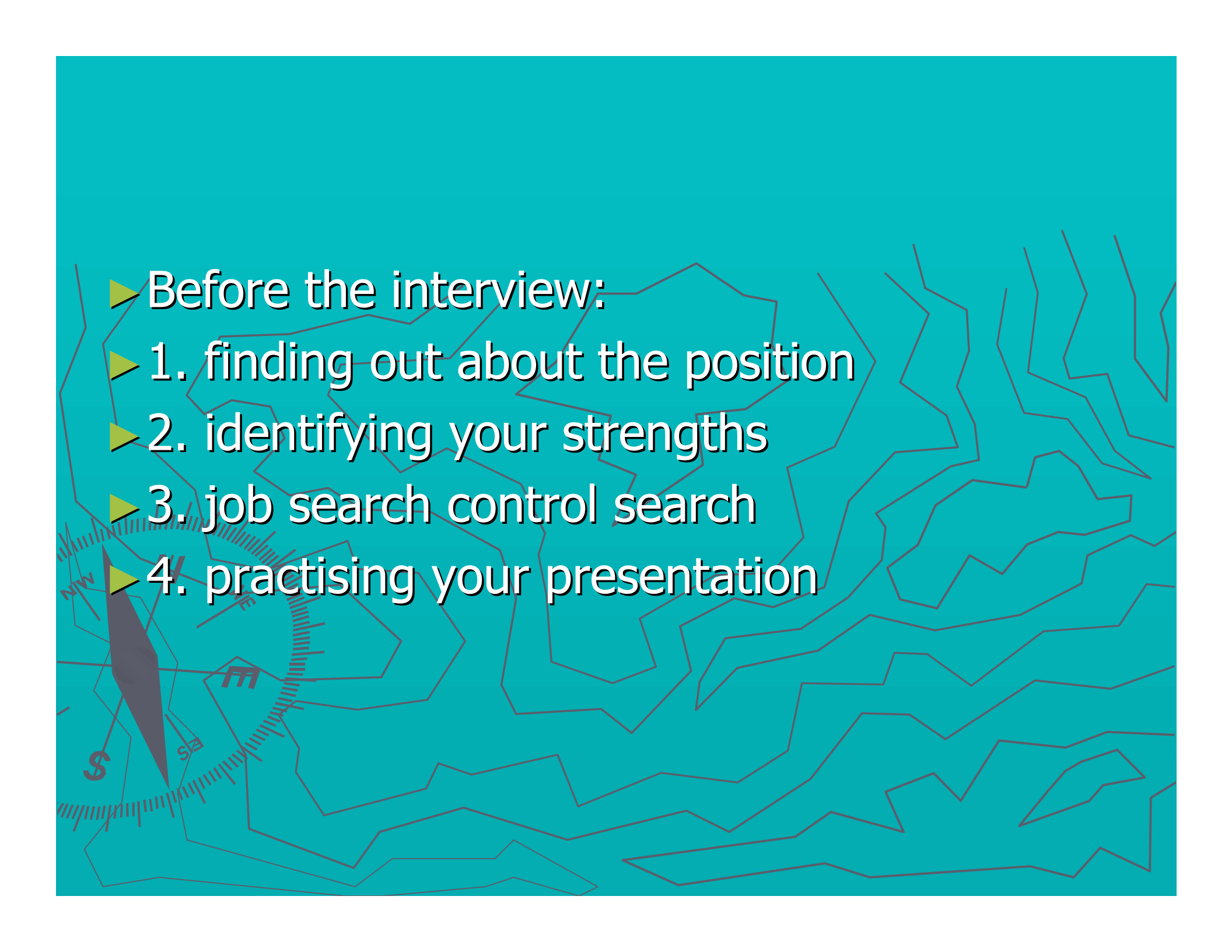


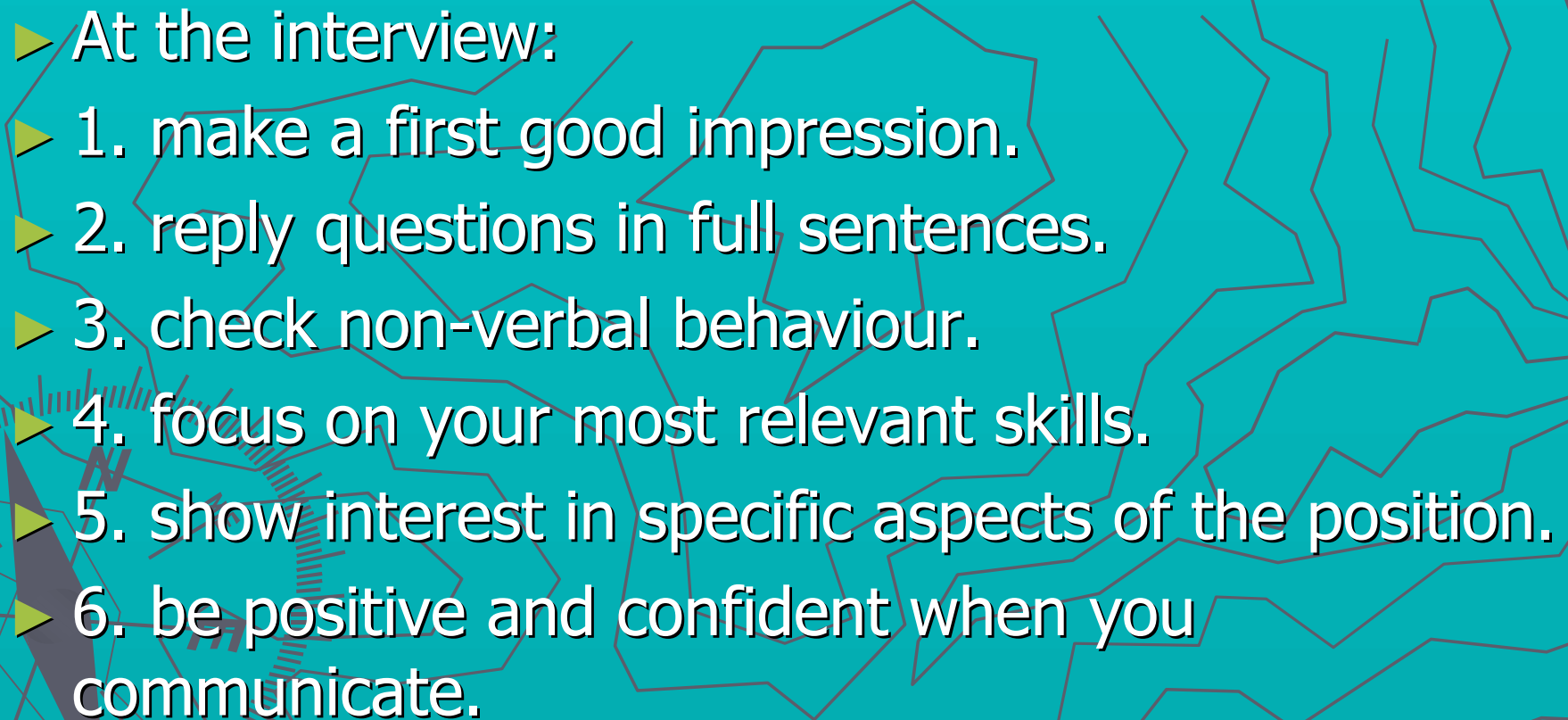
Lecture 13



Types of interviews:
Single interview
Series interview
Panel interview

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- ▶ Stages of an interview:
 - ▶ 1. pre-interview stage
 - ▶ 2. opening
 - ▶ 3. body
 - ▶ 4. closing
 - ▶ 5. post-interview stage

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- ▶ Before the interview:
 - ▶ 1. finding out about the position
 - ▶ 2. identifying your strengths
 - ▶ 3. job search control search
 - ▶ 4. practising your presentation

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- ▶ At the interview:
 - ▶ 1. make a first good impression.
 - ▶ 2. reply questions in full sentences.
 - ▶ 3. check non-verbal behaviour.
 - ▶ 4. focus on your most relevant skills.
 - ▶ 5. show interest in specific aspects of the position.
 - ▶ 6. be positive and confident when you communicate.

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- ▶ After the interview:
 - ▶ 1. evaluating your performance
 - ▶ 2. follow up