Job Interview Work Sheet

This worksheet prepares learners to face job interviews with confidence. In Part 1, they practice speaking common interview sentences aloud, focusing on strengths, weaknesses, and positive qualities. In Part 2, they fill in blanks to complete typical interview questions such as “What are your strengths?” and “Why should we hire you?” The aim is to help learners express themselves clearly, highlight their abilities, and build self-assurance for real interview situations.

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Part 1: Speaking Practice □□

Say these aloud with confidence:

- "My strength is that I am responsible."
- "My weakness is that I feel shy, but I am learning to speak more."
- "I will work hard and learn quickly."
- "I am excited to join this opportunity."
- "I am responsible and punctual."
- "I sometimes feel nervous, but I am learning to stay calm."
- "Thank you for giving me this chance."
- "I am a very hardworking person."
- "I am a fast learner."
- "I am very good at working in a team."
- "I am always punctual and on time."

Part 2: Fill in the Blanks

Complete the answers with your own ideas.

Q:	What are your strengths?
A:	My strength is _____
Q:	What are your weaknesses?
A:	My weakness is _____
Q:	How do you improve your weakness?
A:	I try to _____
Q:	Why should we hire you?

A:	Because I am _____ and I can _____
Q:	Tell me about yourself.
A:	_____