

Job interview:-

Mr. Rohan :welcome to our company.

Mr. Rajesh: I am glad for the chance to be interviewed.

Mr. Rohan : what specific job are you applying for?

Mr. Rajesh: I am civil engineer and I would like to try to get the job advertisement on the internet last week.

Mr. Rohan: I see from your resume that you are experienced.

Mr. Rajesh: yes, I I've worked as a civil engineer for the 2 years now. But I think it is a good career to move to join the company.

Mr. Rohan: why did you leave your former company?

Mr. Rajesh: it lacked opportunities.

Mr. Rohan: yes our company is large and there is many opportunities to improve yours ability.

Mr. Rajesh: so you'll give the job?

Mr. Rohan: yes, but the first month you will be on probation with half pay. After that you will be a full employee of the company. Any question?

Mr. Rajesh: what is the salary?

Mr. Rohan: 50 k per year.

Mr. Rajesh: sound good! When I do start?

Mr. Rohan: report to the engineering dept. on Monday at 9 am.

Mr. Rajesh: greet, thank you.

Interview process:-

1. Preparing for an interview
2. Analyze the Job.
3. Research the Company
4. Get Your Interview Clothes Read
5. Decide What to Do With Your Hair
6. What to Bring to a Job Interview
7. Practice Interview Etiquette
8. Get Directions
9. Listen and Ask Questions
10. Follow Up With a Thank You Note

