**P1** Did you get work?

P2 I did! I am so excited to be earning my own money. I work and the money I earn goes into my bank account. I can buy things I need and want. I work for a good employer.

P1 I have heard some stories about people who take advantage of workers and treat them unfairly. How did you find a good employer?

P2 After I saw the advertisement, I asked around about the employer. Then I looked on the internet for reviews and researched the business on the internet as well. The business I work for has a Facebook page so I looked at that. I looked for blogs about the business. I also searched for other social media accounts to see what experience others have had.

P1 Some people say that fitting in is really important. Have you found that to be true?

P2 Yes it is. One of the other things I researched before I even applied for the job was what the values and culture of the business was. Doing the research also gave me an idea of the questions I wanted to ask when I got an interview.

P1 Oh OK. So after you decided that this employer was a good one for you, what did you do then?

P2 With this job, there was a job description listed. It is called a position description.

P1 What is that?

P2 The position description is a document that lists what is expected of me and what the job actually is. It usually lists out the skills that are needed and which skills you will be taught on the job. It lists the qualifications and the qualities that the employer is looking for. I read that position description and used it in my research on the culture of the business. I also used it when I was getting ready for my interview.

P1 An interview? Was it hard?

P2 Yes of course! I was sweating and nervous! You should have seen me! But it didn’t hurt me and I knew I had done everything I could to prepare for the interview.

P1 How did you prepare for a job interview?

P2 Well I made sure that I could answer all the selection criteria in the advertisement. I knew what qualifications the employer wanted and since I had those qualifications, that part was easy to be ready for. I also had a list of questions for the employer.

P1 You had questions? But you are the one applying for the job. Do you really get to ask questions?

P2 You sure do. It is expected because it shows you have looked up the business and you are interested in knowing more. It also shows the employer that you are keen. Of course it helps you as well because you can find out what you need to know about this employer and this job that you couldn’t find out any other way.

P1 So what type of questions did you ask?

P2 I asked about the culture of the business especially in relation to training and being a person whose first language is not English. I also asked about the tools and the computers for this job. Every job is different though so it is just a matter of going through the information you have and working out what you need or want to know.

P1 Surely they asked you questions too!

P2 Of course they did! They asked a lot of questions about my background, my qualifications, skills and competencies.

 I had practiced a lot of these answers in the mirror at home so I could get used to answering questions.

P1 How did you know what they were going to ask?

P2 I didn’t know exactly every question but I had an idea from their advertisement and also from researching about interviews. They asked questions and needed me to give examples of specific tasks. Every job is going to have different questions depending on the job and the skills. I made sure that I gave specific examples of when I had done things such as worked in a team and used a particular tool or the computer program.

P1 Did you find it hard to get there? What did you wear?

P2 I worked out what I was going to wear that would be suitable for the job I was applying for. I heard that it was better to be overdressed so I went with better clothes. I had them ready and sorted out days before! I also worked out how I was getting to the interview so that I was not late. I did not want to turn up all sweaty and rushed to the interview.

P1 Did you take anything with you to the interview?

P2 Yes I did. Even though I had already sent in my CV, copies of my certificates with my application, I had copies of them with me too. I had my list of questions and I had a pen with me. I had it all in a folder which was great because I had something to hold onto and something to look at while I was waiting.