

# รายวิชา ภาษาอังกฤษ

รหัสวิชา อ23102 ชั้นมัธยมศึกษาปีที่ 3

## เรื่อง Job Interview Training

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ครูวัลลภ ใจหมั่น



# Job Interview Training



**What will you do if you get a job interview?**

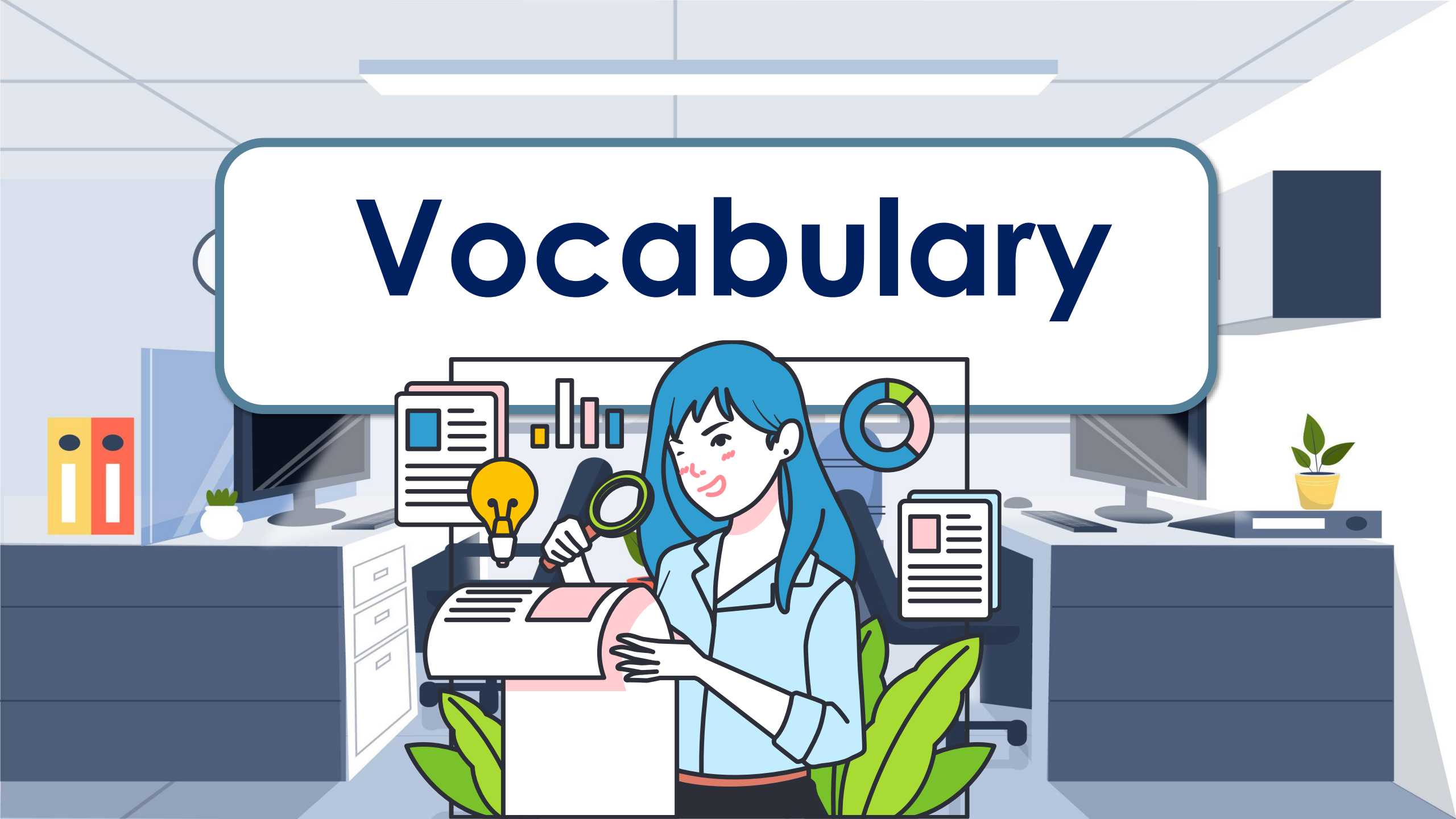


# จุดประสงค์การเรียนรู้

1. นักเรียนสามารถอ่านออกเสียงคำศัพท์และบอก  
ความหมายคำศัพท์เกี่ยวกับวิธีการปฏิบัติตน  
ในการสัมภาษณ์งานได้
2. นักเรียนสามารถเขียนประโยคบอก  
วิธีการปฏิบัติตนในการสัมภาษณ์งานได้



# Vocabulary



# research (n.)

a detailed study of a subject, especially in order to discover (new) information or reach a (new) understanding.

## Example

He has dedicated his life to scientific research.



# outfit (n.)

a set of clothes worn for a particular occasion or activity

## Example

I'm going to wear my vampire outfit for Halloween.



# bring along ( phrv.)

to take someone or something with you

## Example

Can I bring a friend along to the party?





# sharp (adj.)

fashionable

**Example**

**Tony is a very sharp dresser.**



# enthusiasm (adj.)

a feeling of energetic interest in a particular subject or activity and an eagerness to be involved in it

## Example

After the accident he lost his enthusiasm for the sport.



# vicinity (n.)

the area around a place or where the speaker is

## Example

There are several hotels in the immediate vicinity of the station.



# clarification (n.)

an explanation or more details that makes something clear or easier to understand

## Example

Some further clarification of your position is needed.



# distinctly (adv.)

in a way that is clearly noticeable or very definite

## Example

His every word could be heard  
quite distinctly.



# insight (n.)

a clear, deep, and sometimes sudden understanding of a complicated problem or situation, or the ability to have such an understanding

## Example

His work shows originality and insight.



# neglected (adj.)

not receiving enough care or attention

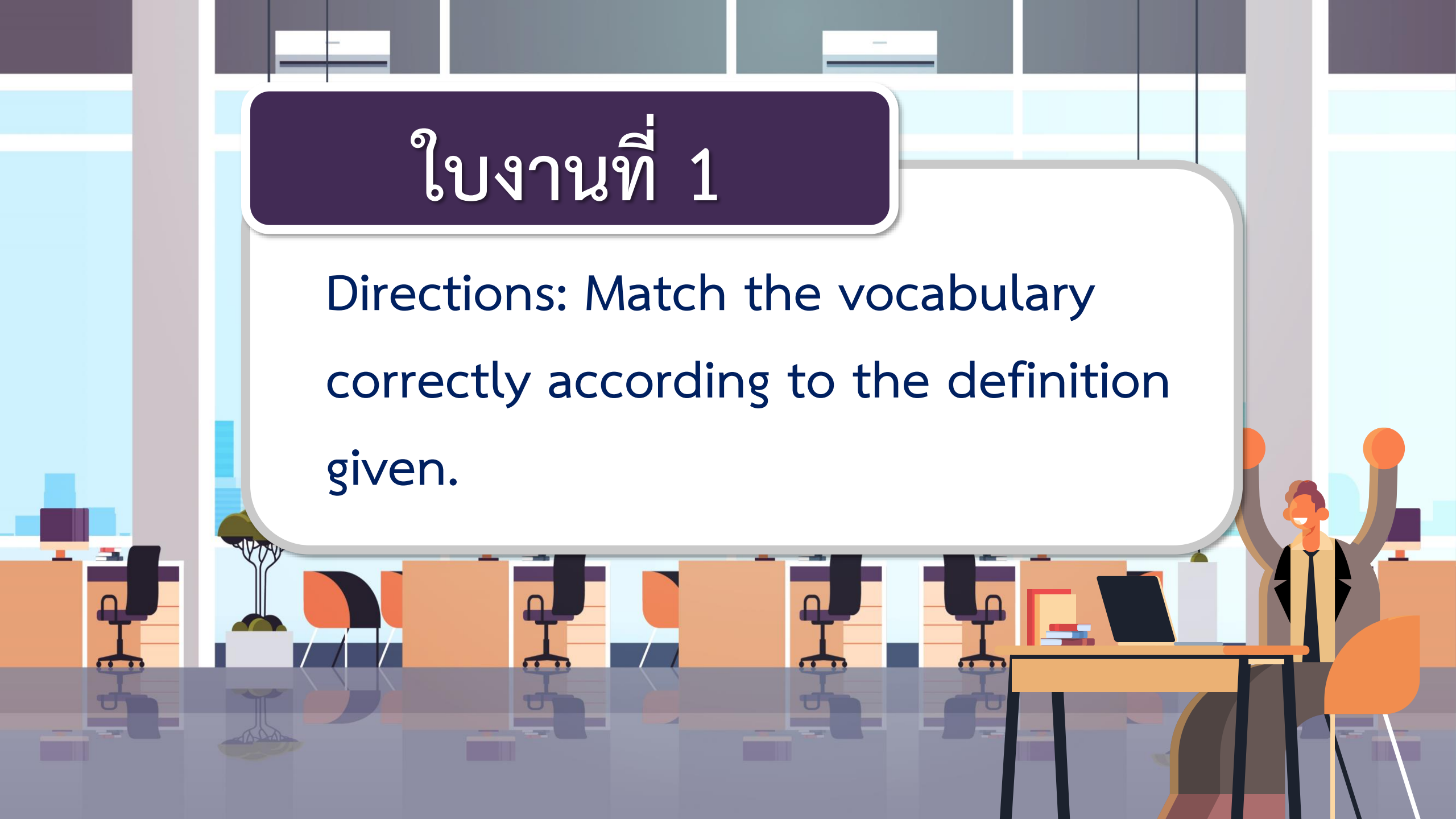
## Example

The cats were neglected and starving.



# ใบงานที่ 1

Directions: Match the vocabulary correctly according to the definition given.





# ใบงานที่ 1

sharp

vicinity

insight

enthusiasm

research

bring along

distinctly

outfit

clarification

neglected

1.	research	a detailed study of a subject, especially in order to discover (new) information or reach a (new) understanding.
2.	outfit	a set of clothes worn for a particular occasion or activity
3.	bring along	to take someone or something with you



# ใบงานที่ 1

sharp      vicinity      insight      enthusiasm      research  
bring along      distinctly      outfit      clarification      neglected

4.	sharp	fashionable
5.	enthusiasm	a feeling of energetic interest in a particular subject or activity and an eagerness to be involved in it



# ใบงานที่ 1

sharp

vicinity

insight

enthusiasm

research

bring along

distinctly

outfit

clarification

neglected

6.	vicinity	the area around a place or where the speaker is
7.	clarification	an explanation or more details that makes something clear or easier to understand
8.	distinctly	in a way that is clearly noticeable or very definite



# ใบงานที่ 1

sharp

vicinity

insight

enthusiasm

research

bring along

distinctly

outfit

clarification

neglected

9.	insight	a clear, deep, and sometimes sudden understanding of a complicated problem or situation, or the ability to have such an understanding
10.	neglected	not receiving enough care or attention



# 10 Tips for Job Interview



# 10 Tips for Job Interview

## 1. Look Sharp.

Before the interview, select your outfit. Depending on the industry and position, get out your best duds and check them over for spots and wrinkles. Even if the company has a casual environment, you don't want to look like you slept in your clothes. Above all, dress for confidence. If you feel good, others will respond to you accordingly.



# 10 Tips for Job Interview

## 2. Be on Time

Never arrive late to an interview. Allow extra time to arrive early in the vicinity, allowing for factors like getting lost. Enter the building 10 to 15 minutes before the interview.



# 10 Tips for Job Interview

## 3. Do Your Research

Researching the company before the interview and learning as much as possible about its services, products, customers and competition will give you an edge in understanding and addressing the company's needs. The more you know about the company and what it stands for, the better chance you have of selling yourself. You also should find out about the company's culture to gain insight into your potential happiness on the job.





# 10 Tips for Job Interview

## 4. Be Prepared

Bring along a folder containing extra copies of your resume, a copy of your references and paper to take notes. You should also have questions prepared to ask at the end of the interview.



# 10 Tips for Job Interview

## 5. Show Enthusiasm

A firm handshake and plenty of eye contact demonstrate confidence. Speak distinctly in a confident voice, even though you may feel shaky.



# 10 Tips for Job Interview

## 6. Listen

One of the most neglected interviewing skills is listening. Make sure you are not only listening, but also reading between the lines. Sometimes what is not said is just as important as what is said.



# 10 Tips for Job Interview

## 7. Answer the Question Asked

Candidates often don't think about whether or not they actually are answering the questions asked by their interviewers. Make sure you understand what is being asked, and get further clarification if you are unsure.



# 10 Tips for Job Interview

## 8. Give Specific Examples

One specific example of your background is worth 50 vague stories.

Prepare your stories before the interview. Give examples that highlight your successes and uniqueness. Your past behavior can indicate your future performance.



# 10 Tips for Job Interview

## 9. Ask Questions

Many interviewees don't ask questions and miss the opportunity to find out valuable information. Your questions indicate your interest in the company or job.



# 10 Tips for Job Interview

## 10. Follow Up

Whether it's through email or regular mail, the follow-up is one more chance to remind the interviewer of all the valuable traits you bring to the job and company. You don't want to miss this last chance to market yourself.



## ใบงานที่ 2

Directions: Read 10 Tips for Job Interview and make the concept map.

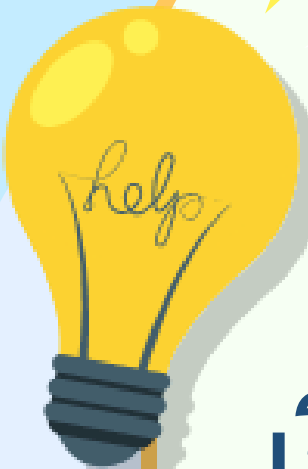




# Make the Concept Map

## 10 Tips for Job Interview





# บทเรียนครั้งต่อไป

## เรื่อง Being an Interviewer





# สิ่งที่ต้องเตรียม ใบงานเรื่อง

## Being an Interviewer

สามารถดาวน์โหลดใบความรู้และใบงานได้ที่

[www.dltv.ac.th](http://www.dltv.ac.th)

