Interviews and Recruitment Processes

ACTIVITY BOOK

JAMES COOK
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AUSTRALIA

STUDENT NAME

STUDENT NUMBER

Employability Edge

a) **Find a job you would like to apply for. Copy the job advertisement text and paste it in the box below. Highlight the skills and attributes the employer is looking for. Here are some sites to help you in your search:**

JCU CareerHub, Grad Australia, Seek, Smart Jobs

b) **Looking at the job advertisement you have chosen, make a list of three questions you might be asked in an interview.**

1.

2.

3.

c) **List three questions you would like to ask the employer:**

1.

2.

3.

Activity 2

Based on the job advertisement from Activity 1, how would you respond to the following interview questions?

a) Why are you interested in this role, and why do you want to work for this organisation?

b) What qualities and strengths do you bring to this role?

Activity 3

Using Big Interview, record your response to an interview question of your choice. Watch your recorded video response and reflect on what you did well and areas for improvement.

Big Interview is free for JCU students, staff and alumni. To access the site, open the JCU **Big Interview** portal. Select **Register** from the top-right menu. Complete the registration process using your **JCU email address**. You'll then receive a confirmation email at your JCU email address. Select **Verify** in the email, and you can start using Big Interview.

Login and select the **Practice** tab on the top menu, then **Question Library**. You can now choose a question category from the left-hand menu, then a specific question, and select **Practice this question in an interview** and **Record**.