LESSON 3
PART 2. Job Interview

I PRE-READING ACTIVITIES

A. Key Vocabulary. Put the words below into appropriate columns of the table.

certification   business decision-making
full-time   diploma
prepare reports   experience
part-time   join our team
contract   internship
apply now   financial modeling
stakeholders   policy analysis
analytical skills   we want to hear from you
degree   conduct research
dynamic team   analyze trends

Employment type	Qualifications	Skills required	Responsibilities	Company-related terms	Application call-to-action

B. Read the job advertisements and match them with statements 1-8 below.

1. Analyzes economic trends, conducts research, and prepares reports using data analysis tools. (*Answer:* Junior Economist)

2. Evaluates financial data, creates forecasts, and develops investment strategies.

3. Researches and develops policy recommendations to influence economic decision-making.

4. Examines consumer behavior, collects market data, and provides strategic insights.

5. Interprets financial reports, assesses risk, and predicts market trends.

6. Assists in economic research, processes statistical data, and supports decision-making.

7. Uses data visualization tools to analyze business trends and market behavior.

8. Prepares reports, advises policymakers, and assesses the economic impact of policies.

1. Junior Economist	**2. Financial Analyst**
☐ Location: Sydney, NSW	☐ Location: Melbourne, VIC
☐ Company: Insight Analytics Pty Ltd	☐ Company: GrowthEdge Consulting
🕒 Employment Type: Full-time	🕒 Employment Type: Full-time
💲 Salary: AUD 65,000 – 80,000 per year	💲 Salary: AUD 75,000 – 100,000 per year
We are seeking a Junior Economist to join our dynamic research team. You will analyze economic trends, conduct market research, and prepare reports to support business decision-	Are you passionate about financial modeling and market analysis? We are hiring a Financial Analyst to assist in investment planning and forecasting. Your role will involve evaluating

making. This role requires strong analytical skills, attention to detail, and proficiency in data analysis tools such as Excel and Python.

☐ Requirements:
Bachelor's degree in Economics or a related field
Strong quantitative and analytical skills
Experience with statistical software is a plus

☐ Perks: Flexible working hours, mentorship program, and opportunities for professional growth.

☐ Apply now to start your career in economic research!

financial data, identifying trends, and preparing presentations for stakeholders.

☐ What we're looking for:
A degree in Finance, Economics, or Accounting
Strong skills in financial forecasting and risk assessment
Proficiency in Excel and financial databases

☐ Perks: Performance bonuses, career advancement opportunities, and work-from-home options.

☐ Join our team and take your finance career to the next level!

3. Economic Policy Advisor
☐ Location: Canberra, ACT
☐ Company: Government Policy Unit
🕐 Employment Type: Contract
💲 Salary: AUD 90,000 – 110,000 per year

Do you want to influence economic policy and drive meaningful change? We are seeking an Economic Policy Advisor to research, develop, and implement policy recommendations. This role involves preparing reports, advising policymakers, and assessing economic impacts.

☐ Your qualifications:
Master's degree in Economics, Public Policy, or a related field
Strong knowledge of macroeconomics and public finance
Excellent written and verbal communication skills

☐ Perks: Government benefits, professional development programs, and networking opportunities.

☐ Apply today to make a difference in economic policymaking!

4. Market Research Analyst
☐ Location: Brisbane, QLD
☐ Company: Data Insights Group
🕐 Employment Type: Part-time
💲 Salary: AUD 30 – 40 per hour

We are looking for a Market Research Analyst to help businesses understand consumer behavior. Your role will include collecting and interpreting data, creating reports, and offering strategic insights.

☐ Skills required:
Degree in Economics, Marketing, or Business
Proficiency in data visualization tools
Ability to translate data into actionable insights

☐ Perks: Flexible work arrangements, project-based bonuses, and access to exclusive industry reports.

📊 If you love analyzing market trends, we want to hear from you!

C. Answer the questions.

1. Which of these jobs would you choose and why? Consider factors such as salary, responsibilities, and perks.

2. Which skills and qualifications do you think are the most important for a successful career in economics?

3. Please think about the last job advert you have seen. What exactly did it highlight? Did you like it? Would you like to apply for the job?

4. Rank the following factors according to their importance to you.

- ✔ salary and financial benefits,
- ✔ career growth and development,
- ✔ work-life balance,
- ✔ job security and stability,
- ✔ workplace environment and company culture,
- ✔ job responsibilities and interest,
- ✔ impact and contribution.

5. What is most important to you in a job?

II. READING

A. Read experts' advice on how to reply to 10 of the most frequent questions

Common interview questions and how to answer them

Charlotte Seager
Tue 24 Feb 2015

For even the most competent job hunter, interviews are tough. While confidence and energy are essential, your responses to key questions can determine whether you secure the job. Here's how to effectively answer ten frequently asked interview questions.

1. Tell me about yourself

Interviewers love this question as they think it's an easy ice-breaker, but for the interviewee it can be a nightmare, says Sarah Archer, founder of CareerTree. "Remember they are not looking for your life story – you need to choose four or five key things about yourself that are relevant to the role."

It's also important to keep your answer under two minutes and include a brief achievement that demonstrates your expertise. Practice out loud until the words flow off your tongue and you'll make a great presentation.

2. Why are you interested in working for [company name]?

Resist the temptation to say "I want a job" – even if it's true, says Corinne Mills, managing director of Personal Career Management. Employers want to see genuine interest in their company.

Empty assurances such as "this seems a nice place to work" are unlikely to be enough to reassure them, says Mills. "So do your homework beforehand. Research their products, services, and culture, and mention specific reasons why the role appeals to you. For instance, if the company values innovation, express your enthusiasm for contributing fresh ideas."

3. Why should we hire you?

Always be ready to answer this question in three parts, advises interview coach Jon Gregory. "First, make it clear that you believe you meet all of the role requirements. Second, back each of these skills up by identifying one or more relevant examples of how you've demonstrated that skill."

Finally, says Gregory, demonstrate initiative by sharing instances where you identified and solved problems

4. What are your strengths?

In this question you are expected to let the interviewer know why you are better than other candidates for the job, says careers expert Margaret Bui. "Your answer should focus on what you specifically can bring to the job and offer the company. Quantify your experience and back up every answer with a relevant example from your previous roles."

A good example for answering this question is to match your strengths to the job role.

5. What are your weaknesses?

This question assesses self-awareness and growth. To answer this question, first of all, make a list of three weaknesses or areas that you think you need to develop, says careers adviser Dasha Amrom. Then explain its impact, and discuss the steps you've taken to improve. For example, if public speaking was a challenge, mention how you joined a training program to develop your confidence.

6. Where do you see yourself in five to 10 years' time?

In this question interviewers are looking to assess your long-term planning, says Bui. The perfect answer depends on your personal aspirations and the job role. Bui says: "A good answer to this question will illustrate a growth in your skills, experience and responsibilities during this period."

To prepare for this question research what a reasonable career path in your role would look like in five years' time. Avoid overly ambitious responses that suggest you'll quickly outgrow the position.

7. Tell me about an accomplishment you are proud of

Competency questions like this can be difficult as they rely on your ability to tell a story. "For example, 'Oh, I saved £125,000 of costs in my last role' is of no value as there's no context," says Gregory. "As with any story, you need a beginning, a middle and an end."

Use the STAR method (Situation, Task, Action, Result) to structure your answer. Start with the challenge you faced, describe the actions you took, and conclude with measurable results. Employers appreciate resilience and problem-solving, so emphasize how your actions made a tangible impact.

8. Describe a situation in which you solved a problem

Choose an example relevant to the role you're applying for. Explain the problem concisely, outline your approach, and highlight the successful outcome. If possible, include data or feedback that demonstrates the significance of your solution.

9. Describe a situation in which you led/worked in a team

The STAR technique is again a good method for answering this question. "A good team leader has to avoid being too bossy. Rather, they need to be great listeners, top-down strategic and knowledgeable about their area," says CV writer and interview coach Victoria McClean. If describing teamwork, focus on collaboration and adaptability. Employers seek candidates who can balance independent work with effective team dynamics.

10. Do you have any questions?

Often the final interview question, it offers you the chance to build your relationship with the interviewer. There are a variety of good questions you could ask, and it's worth preparing a few in advance. "This is the perfect opportunity to demonstrate your genuine interest and enthusiasm for the role," says Lisa LaRue, career coach at CareerWorx.

Here are some example questions she recommends you ask: "What challenges is the company currently facing? Can you tell me more about the team I'll be working with? What does success in this role look like?"

Avoid asking about salary or benefits too early, as this may seem premature. Instead, focus on questions that demonstrate enthusiasm for the company and role.

With preparation, you can turn these common interview questions into an opportunity to showcase your skills and secure the job.

Adapted from: https://www.theguardian.com/careers/careers-blog/common-interview-questions-how-to-answer

B. Below are several interview responses. Match each response to one of the four categories of interview questions listed in the table.

1. "I believe my experience in market research and my ability to analyze economic trends make me a strong candidate for this position."
2. "In five years, I see myself taking on more leadership responsibilities within the company, contributing to strategic decision-making."
3. "In my previous role, I faced a situation where we had declining sales. I analyzed customer behavior trends, proposed a new marketing approach, and sales increased by 15%."
4. "I'm passionate about data analysis and have a background in economics, which makes this role a perfect fit for my skills and interests."
5. "My biggest strength is my ability to translate complex economic data into actionable insights. For example, in my last role, I helped my company reduce costs by 20% by identifying inefficiencies."
6. "During a major project, I noticed that our forecasting model was inaccurate, so I redesigned it, leading to a 10% increase in accuracy."
7. "I'm excited about this role because your company is a leader in financial consulting, and I admire your innovative approach to data-driven decision-making."
8. "A weakness I've been working on is public speaking. I joined a professional training program to improve, and now I feel much more confident presenting data reports."

A. Self-Presentation Questions *(e.g., Tell me about yourself, Why do you want this job?)*	B. Skills & Experience Questions *(e.g., What are your strengths? Why should we hire you?)*	C. Problem-Solving Questions *(e.g., Tell me about a challenge you overcame, Describe a time you solved a problem.)*	D. Career Goals & Future-Oriented Questions *(e.g., Where do you see yourself in five years?)*

C. Discuss the following
1. Why does each response fit the category?
2. How would you answer these questions yourselves?
3. How can responses be improved or made more impactful?

III. POST-READING

A. Complete the tasks from British Council Learning English. Take notes on your own.
https://learnenglish.britishcouncil.org/business-english/youre-hired

B. Learn the CVs of two candidates applying for the Junior Economist position. Answer the questions.

I.

Emily Novak
Contact:
☐ emily.novak@email.com | ☐ +44 7711 123456
☐ London, UK

Profile:
A recent Economics graduate with internship experience in market analysis and strong data interpretation skills. Passionate about applying economic theory to real-world business challenges.

Education:
BSc Economics, University of Manchester (2021–2024)
✔ Graduated with First Class Honours
✔ Relevant modules: Microeconomics, Econometrics, Labour Economics

Experience:
Market Analysis Intern
Economic Insight Ltd, London – June–August 2023
✔ Collected and analysed consumer spending data for quarterly reports
✔ Contributed to presentations for retail sector clients
✔ Used Excel and STATA for data analysis
University Research Assistant
University of Manchester – Oct 2022–May 2023
✔ Supported senior lecturer in research on wage inequality
✔ Helped clean and visualize datasets

Skills:
STATA, Excel, PowerPoint
Data interpretation, report writing
Strong analytical thinking

Languages:
English (Native)
French (Intermediate)

II.

Daniel Reyes
Contact:
☐ daniel.reyes@email.com | ☐ +44 7711 654321
☐ Birmingham, UK

Profile:

Motivated Economics graduate with a background in finance and public policy. Experienced in working with large datasets and economic forecasting tools.

Education:
BA Economics and Finance, University of Birmingham (2020–2023)
- ✔ Upper Second Class Honours
- ✔ Final-year project: "Forecasting UK Inflation Trends Using ARIMA Models"

Experience:
Finance Intern
National Bank of the Midlands – July–September 2022
- ✔ Assisted the forecasting team with economic reports
- ✔ Helped build simple predictive models using R
- ✔ Drafted sections of the internal financial outlook

Student Consultant
University Consultancy Challenge – Spring 2023
- ✔ Worked with a team on a project for a local government office
- ✔ Analyzed economic impact of new transport policy

Skills:
R, Excel, Tableau
Economic forecasting, data visualization
Team collaboration

Languages:
English (Fluent)
Spanish (Native)

Discussion Questions:
1. Which candidate seems more qualified for a Junior Economist role and why?
2. Who has more relevant experience in data analysis and economic modeling?
3. Which profile shows stronger communication and teamwork skills?
4. How might each candidate's language skills be an asset to the role?
5. Which technical tools mentioned do you think are most important for this job?
6. If you could ask each candidate one question in an interview, what would it be?

C. Make up a job interview and role-play it in class. Imagine a positive outcome of the interview.