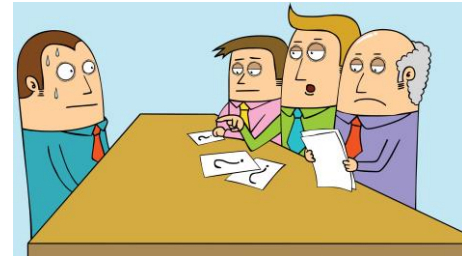


**Writing Task**

Your friend is going for a job interview for the position of 'Part-time Promoter' for a mobile phone company. It will be a group interview. Your friend is very nervous and has asked you for your advice. Write an email to your friend offering advice on how to prepare for the interview and what to do during the interview.

(HKDSE Practice Paper Q.8)



Hi Sam,

Thanks for letting me know you have a job interview. I understand that having a group interview is really nerve-racking and arduous. Let me give you some handy tips.

To be honest, group interviews can be kind of tricky but I'm sure and amicable person such as you can sail smoothly through it.

Anyway, you should browse the company's website and check out its duties so that you won't be like a fool by answering gibberish to other candidates. Although the company may not ask you its information in interview, knowing this can make you look like you have prepared completely. You will give them a thoughtful impression if you talk about it.

Also, the key to success is maintaining an agile mind and preparing for the unanticipated. It is definitely most important to do, you might lack knowledge regarding a topic. But don't be fearful, put on a poker face. Don't let the interviewers noticed of particular. Try to interact with others for calming yourself down. You can also involve other candidates, and this gives interviewers a better impression.

In the interview, don't go too tedious. Many candidates who focus on being the role of leader and showing their knowledge, experience and feeling can become overly aggressive. Although it's good to show you care about the position, speaking over others or discounting their opinions will backfire. The one thing you need to do is to be yourself! Because not all people are suitable to be a

leader, it can be damaging to force yourself into a role that isn't natured for you. You should speak up and make sure you're being noticed but remember that interviewers aren't looking for the loudest voice in the room.

The last is to speak with purpose. Remember that you don't have to keep talking to be noticed – but to be memorable, make sure what you're saying is unique and contributing to the conversation. So skip the rehearsed answers – answering naturally. Focus on moving the conversation forward with your contribution.

Hope you can pass the interview without a hitch. Keep in touch. Good luck!

Regards

Chris