



الكلية : الآداب

القسم : الترجمة

المرحلة : الاولى

أستاذ المادة: م.م. فاتن خليل ابراهيم

اسم المادة باللغة العربية : الاستيعاب الوجيز

اسم المادة باللغة الانجليزية : Selected Readings

اسم المحاضرة باللغة العربية: كيفية الإجابة على 6 أسئلة شائعة في

مقابلات العمل

اسم المحاضرة باللغة الانجليزية: Answering 6 Common

Interview Questions

Chapter One

Answering 6 Common Interview Questions

Reading the Passage:

1. Tell me about yourself
2. Why should we hire you?
3. Why do you want to work here? What do you know about our company?
4. What are your weaknesses?
5. What did you dislike about your last job? Why did you leave your last job?
6. Where do you see yourself in five years?

Comprehension Exercise, Page (5)

Building Vocabulary : Understanding Phrasal Verbs.

Phrasal verbs have two or three parts: a verb + one or two other words like down, up, off, or out. A phrasal verb has a special meaning which different from the meaning of the individual words. For example:

- Everybody is going to speak in generalities, so you need something that will make **stand out** a bit.

Stand out: to be easy to notice.

| Phrasal Verbs | Meaning |
|------------------|---------------------------|
| Stand out | Be easy to notice |
| Talk down | Say negative things about |
| Show off | Display clearly |
| Fit in | belong |
| End up | Result in |

Reading Skills

Using Context :

When you are reading, it is important to use context (the surroundings words and ideas) to guess the meanings of unfamiliar words. You might not be able to guess the exact meaning of the word, but you can usually guess its general meaning. You can often find an example in the context that explains the unfamiliar word. In the sentence below, the two underlined examples help to define the word aspiration.

- An interviewer does not want to hear that your five-year **aspiration** is to be sailing in the Caribbean or working in a different industry.

There may also be contrasting information or an explanation in the context that helps you to understand an unfamiliar word, as in the sentences below.

- The key to answering any question about you versus your competition is using **specifics**. Everybody is going to speak generalities , so you need something that will make you stand out a bit.

Words to Remember

| Nouns | Verbs | Adjectives |
|----------------|-------------|------------|
| Achievements | Anticipate | Bitter |
| Aspect | Demonstrate | Particular |
| Challenges | End up | Relevant |
| Confidence | Fit in | |
| Contribution | Pretend | |
| Opportunity | Relate | |
| Patience | Show off | |
| Qualifications | Stand out | |
| Specific | Talk down | |
| weakness | | |