

Job Interviews in English: Sound Confident, Get Hired

Answer the five classic questions — and ask great ones

EPISODE 8 • LEVEL B1-B2

Episode summary

- An interview is a conversation with a purpose. You are not begging — you are a candidate with frameworks in your pocket.
- Answer “Tell me about yourself” in one confident minute: present, past, future. Frameworks bend, scripts break.
- Talk about strengths with proof: a claim plus a story is a fact. Strength plus proof beats a long list.
- Handle the weakness question with honest, small, and growing: “I used to get nervous in meetings, so I joined a speaking club.”
- Use the star method for work stories: situation, task, action, result. One story with a result beats ten claims.
- Close the interview with your own questions — “What does success look like in the first three months?” — and send a thank you within twenty four hours.

What’s inside this PDF

20 key words • the star method • Say It Better upgrades • 3 practice exercises

Key Vocabulary

20 words from this episode — learn them, then use them this week

1. candidate

a person applying for a job.

> There were twenty candidates for the position.

2. position

the job you are applying for.

> I am excited about this position because it matches my skills.

3. strengths

the things you do well.

> My strengths are patience and clear communication.

4. weakness

something you need to improve.

> My weakness used to be public speaking, so I joined a club.

5. star

Situation, Task, Action, Result — the framework for work stories.

> Use star to answer “Tell me about a time when...” questions.

6. pitch

a short confident summary of yourself.

> Her one minute pitch won the interviewer’s attention.

7. recruiter

a person who hires people for jobs.

> The recruiter reads hundreds of applications.

8. resume

a short document about your work history.

> Keep your resume to two pages.

9. highlight

to show the best parts clearly.

> Highlight your results, not just your duties.

10. achieve

to reach a goal by effort.

> She achieved the sales target in six months.

11. challenge

a difficult task that tests you.

> The challenge taught me to stay calm.

12. confident

sure of yourself, not nervous.

> Speak slowly and you will sound confident.

13. nervous

worried or afraid before something important.

> Everyone feels nervous before an interview.

14. rehearse

to practice before the real event.

> Rehearse your pitch out loud ten times.

15. offer

a company’s formal invitation to take the job.

> She got the offer two days after the interview.

16. fit

how well you match a job or team.

> Show them you are a good fit for the role.

17. panel

a group of interviewers together.

> The panel asked about my last project.

18. experience

the work you have done before.

> Talk about experience, not just education.

19. skills

the things you can do well.

> Match your skills to the job description.

20. impress

to make someone admire you.

> A good question impresses the interviewer.

The Interview Toolkit

frameworks that survive any question

Present, past, future

One minute, confident, never memorized: now, best experience, why this job.

Strength plus proof

"I am hardworking. Last month I finished a two week report in five days."

Honest, small, growing (weakness)

"I joined a speaking club. Now I present every month."

star: situation, task, action, result

One story, under a minute, ending with the result.

Your questions + thank you

Ask about success in the first three months. Thank them within twenty four hours.

Say It Better — 10 upgrades

☐ Memorizing a speech about yourself.

☐ Your present past future story: now, best experience, why this job.

☐ Starting "Tell me about yourself" with your childhood.

☐ "I currently work as..." — start with now, not with birth.

☐ "I'm hardworking" with no proof.

☐ "I'm hardworking. Last month I finished a two week report in five days."

☐ "I have no weaknesses" or "I'm a perfectionist."

☐ "I joined a speaking club. Now I present every month."

☐ Rambling when they ask for an example.

☐ Use star: situation, task, action, result. One story, under a minute.

☐ "No" when they ask if you have questions.

☐ "What does success look like in the first three months?"

☐ Disappearing after the interview.

☐ Within twenty four hours: thanks, one detail, your excitement.

☐ "I need this job."

☐ "I want this position because my skills match what you need."

☐ Hiding behind fancy vocabulary.

☐ Say it simply: "I solve problems calmly." Clarity beats vocabulary.

☐ Freezing on an unexpected question.

☐ "That is a good question. Let me think for a moment."

Practice Time

3 exercises — do them today, not “someday”

Exercise 1 — Fill in the blank

Word bank: candidate • pitch • star • weakness • strengths

1. A _____ is a person applying for a job — not a beggar.
2. Your one minute present past future answer is your _____.
3. Use the _____ method for “Tell me about a time when...” questions.
4. Be honest, small, and growing about your _____.
5. Never list _____ without proof — a claim needs a story.

Exercise 2 — Answer it better

Fix each interview answer (answers below):

1. You memorized a three minute speech about yourself and it collapsed on the first unexpected question. > What should you use instead?
2. They ask about your weakness and you say “I am a perfectionist.” > Say it better:
3. They ask if you have questions and you say “No.” > Say it better:

Exercise 3 — The one week plan

Prepare for a real interview in seven days: day one, write your present past future answer and say it out loud ten times. Day two, prepare three star stories. Day three, prepare three questions for them. Practice every answer out loud — never in your head only.

- Your present past future pitch.
- One star story about solving a problem.
- Three questions you would ask the interviewer.

Answer key

Ex 1: 1 candidate • 2 pitch • 3 star • 4 weakness • 5 strengths

Ex 2: 1 The present past future framework — frameworks bend, scripts break. 2 “I used to get nervous in meetings, so I joined a speaking club. Now I present every month.” 3 “What does success look like in the first three months?”