Handout #1

*Two Interviews*

*SAMPLE STUDENT RESPONSES*

Watch the video, “Soft Skills: Enthusiasm and Attitude” (<https://youtu.be/-vk-99seC_I>). Pay attention to the details of each interview. Record observations on the chart below, then answer the questions that follow.

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| --- | --- |
| Travis Wilson interview #1 | Travis Wilson interview #2 |
| ***Travis is not dressed professionally. He is also wearing headphones and has his phone out.***  ***Travis has instructions for where to go on a crumpled up piece of paper in his pocket.***  ***Travis saunters around the building, peering into people’s offices.***  ***Travis takes a large handful of candy and puts it in his pocket prior to the interview.***  ***Travis uses words such as “like,” “hey,” and “dude” when addressing the interviewer.***  ***Travis arrives late and doesn’t introduce himself.***  ***Travis answers his cell phone during the job interview.*** | ***Travis is dressed professionally in a jacket, tie, and dress slacks.***  ***He has instructions for the interview, along with an extra copy of his résumé, in a portfolio.***  ***Travis waits patiently to be called for his interview. He is right on time, shakes the interviewer’s hand, and introduces himself.***  ***Travis uses professional language (he refrains from slang) and makes eye contact with the interviewer.***  ***Travis thanks the interviewer when the interview has concluded.*** |

Put yourself in the interviewer’s shoes. What message did each interview convey to her? If you were Ms. Madison, what would you have liked to see from job candidates you were interviewing? ***The first Travis sent Ms. Madison the message that he didn’t respect her at all—not her time, not her office, not the position he was interviewing for. The second Travis respected Ms. Madison’s time by being on-time, demonstrated through the way he dressed and spoke that he was serious about the job, and was courteous and pleasant. If I were Ms. Madison, I would want to hire a respectful employee who would get along with clients/customers and people in the office.***

SAMPLE

At the conclusion, the video points out that a positive attitude makes “all the difference.” Why?

***Attitude makes up a huge part of the impression that we leave with others. If an employer walks away from an interview with a person thinking that that person is disrespectful or not focused, that person will not get hired.***

What positive behaviors can you demonstrate when it is time for you to interview for a job? List as many as you can. Use the back of this sheet. **Answers could include:** ***Be on time. Dress professionally. Do not chew gum. Put my phone on silent mode, and put it away. Smile. Make eye contact. Speak clearly. Ask appropriate questions. Think about the interview ahead of time.***