



Recruitment Interview

Candidate's Full Name: _____

Candidate's Telephone: _____

Date of Interview: _____

Time of Interview: Start: _____ **Finish:** _____

Interviewing for Job In _____

General:

1. What are your qualifications? Where did you get them?

2. Briefly describe your ESL work history and experience, mentioning what ages, levels, and textbooks you have taught.

3. Tell about your current / last job. Why are you leaving / did you leave?

Work Situation :

1. Why are you interested in working at Oxford Centar? What do you know about the school / location?
2. Do you know anything about EAQUALS? If so, what?
3. Do you know anything about the Common European Framework system of Levels?
4. Do you have any work / travel experience in the Balkans / Eastern Europe? If so, describe. How well do you understand the mentality of the students / people?

As a Teacher

1. As a teacher, would you describe yourself as more of an individualist or a team worker? Give examples from your experience.
2. What are your major strengths and weaknesses as a teacher?

3. If you come into the school one day and find out that another teacher is ill and you are asked to substitute for that teacher with only 15 minutes to prepare, how will you react?

4. How are your classroom management skills? Describe yourself as a disciplinarian. (How do you deal with excessive use of L1, playing with mobile telephones, etc. during the lesson?)

5. How much time do you spend planning your lessons? Are you used to writing up formal lesson plans?

6. How would you explain the difference between past simple and present perfect to a group of pre-intermediate adults?

7. How do you usually dress for work?

8. How many lessons in a day have you taught maximum?

As an Individual

1. How well do you adapt to new cultures and situations? Be specific.
2. How well do you deal with isolation / living in a small town?
3. What do you expect in terms of accommodation?
4. What do you usually do in your free time? Any hobbies, sports, etc.?
5. Do you have any serious or persistent health problems (asthma, allergies, etc.)?

Candidate's Questions / Concerns:

Comments:

