

Interview Skills and Mock Practice

Outline

Course Objective: Preparing oneself for job interview.

After completing the session, the learners will be able to:

- answer different job interview questions
- face the interview board confidently
- appear confidently in front of interview board

Modules		Takeaways	Key Exercise
Module 1	Different kind of Interviews How to answer questions Body language, etiquette, appearance	<ul style="list-style-type: none"> • Knowing different kind of interviews. • How to answer questions like introducing oneself, strength, weakness, why leaving the current job, salary expectations. • Presenting oneself professionally. 	<ul style="list-style-type: none"> • Group discussion • Roleplay • Demonstration
Module 2	Mock Interview	<ul style="list-style-type: none"> • Practice on different type of job-related questions 	<ul style="list-style-type: none"> • Role play

N.B. Probable Course Motivational Activities from Veritas Academy End:

1. Veritas Academy will ensure few token gifts (keyset, mug, pen) among the course participants and during session wise performance the respective course instructor or course facilitator will ensure the distribution.
2. Best course performer of the topic wise course participant rewards and full course best performer reward also be considered by the academy. (If any)
3. During each session quality candy, nut like light food item also be ensured by the academy for ensuring the full attention of the participants in the class.
4. Course content may be updated or modified based on market/ participants demand.