**
EMPLOYABILITY ASSESSMENT TOOLKIT**

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| **Task:** | Job Interview (video interview) |
| **Task type:** | Multimedia  |
| **Value:** | 10% |
| **Length:** | 4 questions/ Peer evaluation  |
| **Level:** | Transition out/ Capstone |

# Task Objectives:

1. Clearly articulate key skills and career goals in a professional interview (communication)
2. Identify and describe personal and professional strengths and weaknesses (self-management)
3. Use appropriate interpersonal skills to engage successfully in a video interview (oral communication; technology)

Task Rationale:More frequently employers are using video interviews to screen applicants, sometimes before preparing a shore list for the next stage.

# Task Description:

There are **2 parts** to this task. You **must** complete both parts.

**Part A** - You will participate in a **video interview** during which you will answer **4 (FOUR) broad interview questions**

**Part B** – You will **conduct an evaluation** of **yourself and 3 peers** using the Evaluation form provided.

# Additional information:

* The broad interview questions will include:
1. Describe your long term career goals
2. How do you handle stress? Provide an example of a time when you experienced a particularly stressful situation and describe how you handled it.
3. What would your colleagues or classmates say are you greatest strengths and areas for improvement?
4. Talk about an experience you have had collaborating with other people on a project. What did you enjoy about this experience? What was challenging for you?
* You will use the software package Interview stream to record your interview.
* You will be given a maximum of 2 minutes to answer the questions.
* You will be able to re-record your answer to the FIRST question only. All subsequent questions will be recorded on your first attempt.
* Upon completion of the interview you will be able to generate a link to your interview, and you will submit the link to La Trobe Learning to facilitate peer and academic assessment. See the Course LMS site for information about this process.
* To prepare for the task, you will be given an opportunity to attempt answers to a series of practice questions. A total of 10 questions will be provided and you will have unlimited attempts to answer the questions.

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