

# Prepare oneself for employment

## Lesson 5: How do I prepare for the job?



Name \_\_\_\_\_  
Company \_\_\_\_\_  
Date \_\_\_\_\_

### Question 1 SO2 AC2.3

*This is for 6 marks – 1 mark for each question. You must get the same answers as those shown below.*

1.1 Match the field of interest in Column A to the career in Column B by completing the table below.

Column A: Field of interest		Column B: Career	
1	Enterprising	A	Musician
2	Social	B	Computer programmer
3	Artistic	C	Manager of a clothing company
4	Realistic	D	Electrician
5	Conventional	E	Teacher
6	Investigative	F	Debtor's clerk

1	2	3	4	5	6
C	E	A	D	F	B

6 marks

### Question 2 SO2 AC2.4

*This question is for 12 marks. Question 1 is for 4 marks. Your answers should be similar to those given below although you may use your own words. Question 2 requires your personal choice. To earn the mark, you must link it to a field of interest. Question 3 also requires your personal opinion for 6 marks. Give at least 1 skill, 1 interest and 1 priority for 1 mark each and 1 reason each for a total of 3 marks, as to why they make you suitable for your dream job. Question 4 has 3 examples but you only need 1. Your answer may be similar to the examples given below though you use different words, or you may have another choice.*

2.1 What steps should you follow to prepare yourself for a job?

Identify your personal strengths and weaknesses. (1)

Identify your personal skills and interests. (1)

Identify your values and priorities. (1)

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Match your requirements to a specific field of interest to see if the career in that field is right for you. (1)

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(4)

2.2 Think of your dream job and link it to a field of interest.

Your opinion (1)

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(1)

2.3 Now write a paragraph in which you discuss how your skills, interests and priorities make you a suitable person for your dream job.

Skill (1) Remark. (1)

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Interest (1) Remark. (1)

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Priority (1) Remark. (1)

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(6)

2.4 Name one way in which you could improve the skills required for your dream job.

In-house training, (1) attend business college, (1) study part-time (1)

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(1)

8 marks

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