

初来乍到：职场面试大忌你可否触犯过实用英语 PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/645/2021_2022__E5_88_9D_E6_9D_A5_E4_B9_8D_E5_c96_645454.htm With so much competition for every job listing out there there are more than 6.1 job seekers for every job opening, according to the latest job-opening and turn over data from the U.S. Department of Labor. Wowing a recruiter during a job interview is even more crucial. According to a new survey of nearly 500 human-resources professionals released by the Society for Human Resource Management, there are plenty of ways to derail a job interview and some of them may surprise you.

百考试题 - 全国最大教育类网站(100test.com) 现在的就业市场竞争十分激烈 根据美国劳工部(U.S. Department of Labor)最新的公司招聘及人才流动数据，每一个招聘职位对应超过6.1名应聘者；因此，在面试时给招聘方留下深刻印象显得尤为重要。美国人力资源协会(U.S. Department of Labor)最近对近500名人力资源经理做了一项新调查，发现应聘者在面试过程中有很多地方容易把事情搞砸，其中一些可能会让你大吃一惊。采集者退散

The basic don'ts: arriving late to an interview or trashing a previous employer. But some hiring managers say even experienced professionals have made other slip-ups。有几个基本的错误不要犯：一是参加面试时迟到，二是贬低以前的雇主。不过，一些招聘经理说，有时候甚至连久经沙场的应聘者也会阴沟里翻船。 Often, job candidates speak in a too-familiar way with hiring managers a major problem, according to 20% of survey respondents. Mary Willoughby, director of human resources

at the Center for Disability Rights in Rochester, N.Y., once interviewed someone who was so comfortable, he commented on a styshe had near her eye。 应聘者往往会以一种过于亲昵的语气与招聘经理交谈 根据20%受访者的反馈，这是一个普遍问题。 纽约州罗切斯特市残疾人维权中心(Center for Disability Rights)的人力资源主管玛丽#8226.沃比克(Chantal Verbeek)说，如果应聘者技能出众，她可以原谅简历中出现一个错字，但衣着暴露或穿着懒散等同于立刻被拒绝。“这一点很明显。” 她说道。 来源：考试大 Other Survey Results 其他调查结果

From the Society for Human Resource Management survey of nearly 500 HR managers: 美国人力资源协会对近500名人力资源经理所做的调查还发现：

- * 30% of hiring managers will decide whether to hire you within 15 minutes
- 40% of hiring managers say a cellphone ringing in the middle of an interview is a 'deal breaker'
- 70% prefer job candidates to have unpaid internship experience directly related to their companies' work versus paid employment in an unrelated field
- 39% say 'chemistry' with a job applicant accounts for half of their hiring decision

30%的招聘经理将在15分钟内决定是否雇佣应聘者。 来源：考试大的美女编辑们 40%的招聘经理说，如果在面试中应聘者的手机突然响起，那就“没得可谈”。 70%的招聘经理更喜欢应聘者在其公司涉及的领域有过不领工资的实习经验，而不是在非涉及的领域有过全职的工作经验。 30%的招聘经理说，能否与应聘者产生“化学反应”在其招聘决策中占有一半的作用。 Job seekers have also been blasting HR managers with questions about benefits, vacation time and schedule flexibility much too soon in the interview

process, according to the survey. (Thirty percent of hiring managers say it 's okay for applicants to inquire about salary in post-interview follow-up conversations.) Some 39% of hiring managers surveyed said applicants shouldn ' t bring up salary at all unless the interviewer brings it up first. 该调查显示，在面试过程中，一些应聘者过早地向人力资源经理提出诸如福利奖金、休假时间和工作灵活性等问题。(30%的招聘经理表示，招聘者在面试结束后的双方交流中问起薪水问题是可以的。)约39%的受访招聘经理说，应聘者根本不应该询问待遇水平，除非是面试官主动提起。 I ' ve had candidates ask if they can work part-time from home right off the bat, ' Ms. Willoughby says. ' Let ' s figure out if you ' re the right person for this job before we discuss how little you want to be in the office. ' “有些应聘者一开始就问他们能不能在家上班。”维罗比说，“正确的顺序是，等我们决定你适不适合这份工作，再来讨论你愿意在办公室里呆多久。” Using clichés like ' This is my dream job ' are also major turn offs for hiring managers. Instead of telling an interviewer you think outside the box, actually do it. Ms. Willoughby recalls a job candidate for an IT programmer position who gently pointed out that the Center for Disability Rights ' Web site had several programming errors. ' He handled it in a way that didn ' t make us feel ridiculed or demeaned, ' she says. ' It showed that he was really serious about the job. ' 来源：考试大说“这份工作是我想寐以求的”这类老掉牙的言论也是让招聘经理立马对你不感兴趣的一个主要原因。与其告诉面试官你很有想法，不如在面试中真正展现出来。维罗比回忆起一个应聘IT程序员

岗位的人，他委婉地指出残疾人维权中心的网站有几个网页编程错误。“他的表达方式没有让我们感觉遭到嘲笑或贬低，”维罗比说，“而是让我们觉得，他对这份工作很上心。”

Shawn Desgrosellier, president of Vitality Group Executive Search, coaches job candidates to go into an interview with something anything in their hands. The step maintains focus. (He suggested a pen, a notepad or your r é sum é 。) ’ It ’ s just awkward going into an interview with nothing, ’ he says。 一家猎头公司Vitality Group Executive Search的总裁肖恩•戴斯格罗斯勒(Shawn Desgrosellier)建议应聘者参加面试时手上一定要拿点东西 随便什么都行，这样能让你保持专注。(他建议拿一支笔、一本笔记本或一份自己的简历)“两手空空走进面试地点会让人有些手足无措，”他说道。 There ’ s also some good news for people with numerous public profiles online: Although social mediasites such as Twitter and Facebook are rife with clues about jobcandidates ’ private lives, 75% of HR managers surveyed don ’ t bother tocheck them。 对那些在网上有很多公开档案和记录的人来说，现在有一个好消息。虽然Twitter和Facebook这样的社交网站上充斥着很多关于应聘者私人生活的信息，但75%的人力资源经理根本不想费事去查它。

And the formal thank-you letter after the interview? More than 60% of HR managers who responded say skipping the step is not a big deal. A brief email will suffice cards and balloons are all over board. 那么，应聘者要不要在面试后发一封正式感谢信呢？60%以上接受调查的人力资源经理认为，省略这一步也无伤大雅，发一封简短的电子邮件就行 但送贺卡和彩色气球就过

了。100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com