

职场英语：面试中谈自身缺点应对大攻略 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__E8_81_8C_E5_9C_BA_E8_8B_B1_E8_c96_645887.htm The weakness question represents the most common and most stressful one posed during interviews. Yet in today ' s weak job market , the wrong answer weakens your chances of winning employment. “ 缺点 ” 问题是求职面试中最常见也最让人头痛的一个问题。而在眼下就业市场疲软的情况下，不恰当的回答将降低你赢得工作的机会。 Some people offer replies they mistakenly assume that bosses love , such as “ I am a perfectionist. ” That response will be used against you because you appear incapable of delegating , warns Joshua Ehrlich , dean of a master ' s program in executive coaching sponsored by BeamPines Inc. , a New York coaching firm and Middlesex University in London. 一些应聘者会给出误以为老板会喜欢的答案，比如，“我的缺点是过于追求完美”。对此埃里奇（ Joshua Ehrlich ）提醒说，这个回答会对你求职不利，因为它显得你似乎没有能力授权给他人。埃里奇是一个由纽约职业培训机构BeamPines Inc. 和伦敦米德塞克斯大学（ Middlesex University ）合办的经理人硕士班培训项目的负责人。 A careful game plan could help you cope with the shortcoming query in a way that highlights your fit for a desired position. Job seekers who field the question well demonstrate that they can “ take initiative and improve themselves , ” Mr. Morrow says. 为对付这个问题，可事先精心设计好一个答案，以凸显你适合所申请的这个职位。莫罗说，出色回答这个问题的求职者表现出他

们能够“主动行动，改善自己”。The key? Thorough preparation. Career specialists suggest you take stock of your weaknesses, focusing on job-related ones that won't impede your ability to perform your duties. Tony Santora, an executive vice president for Right Management, a major outplacement firm in Philadelphia, says an information-technology manager flubbed a 2007 interview by choosing a personal foible as his reply: "My true weakness is that I am a terrible cook." 关键在哪里? 那就是充分的准备。职场专家建议，你可以整理一下自己的缺点，挑出其中跟工作有关、但又不会妨碍你行使工作职责的方面。费城大型职业介绍机构Right Management执行副总裁桑特拉(Tony Santora)说，2007年一位IT经理在参加面试时，在有关缺点的问题上败下阵来：他的回答居然是，“我真正的缺点是，我的烹饪技术很糟糕。” Rehearse your responses aloud, role play with a friend or videotape yourself -- but don't memorize your words. As you review the video, "look for aspects you would like to change so you can continue to get better as you practice," says Peggy Klaus, a leadership coach in Berkeley, Calif. 大声朗读答案，可以找朋友或自己用录像来一番角色扮演。不过，不要背诵自己的答案。加州管理培训师克劳斯(Peggy Klaus)说，回头看录像的时候，找出你觉得可以改善的地方，这样在练习时可以做得更好。The IT manager changed his tune after practice sessions with fellow job seekers and a counselor in Cincinnati for Right Management. He instead said he worked such long hours that he found it difficult to stay current with world events. So, he spent 30 minutes every evening catching up at

home. 那位IT经理在辛辛那提和其他求职者及咨询师一起参加Right Management的训练课程后改变了思路。他后来的回答是，由于每天长时间忙于工作，他发现自己很难及时了解世界大事。因此，他每天晚上在家花30分钟恶补这方面的信息。 When the manager pursued an opportunity at a global drug maker , his revamped response “ really resonated with the interviewer , ” says Mr. Santora. The manufacturer hired the man. 桑特拉说，当他后来在一家全球性制药企业求职时，他的回答让面试官很有共鸣。这家公司最后雇用了他。 It ‘ s equally important that you consider an employer ‘ s corporate culture.

“ While being interviewed by a start-up , you could say , ‘ My weakness is I get bored by routine , ’ ” says Ben Dattner , a New York industrial psychologist. 考虑目标公司的企业文化也同样重要。纽约心理学家达特纳（ Ben Dattner ）说，如果到一家初创公司面试，你可以说，“ 我的缺点是容易对日常的循规蹈矩感到厌烦 ”。 Ideally , your reply also should exclude the word “ weakness ” and cover your corrective steps. Dubbing your greatest fault a “ window of opportunity ” signals your improvement efforts should benefit the workplace , says Oscar Adler , a retired Maidenform Brands sales executive and author of the book , “ Sell Yourself in Any Interview. ” For instance , he suggests , a salesman might note that he sold more after strengthening his facility with numbers. 理想的情况是，你在回答中应尽量避免使用“ 缺点 ”这样的词，同时还可以提到改正措施。 Maidenform Brands销售主管、《在面试中推销自己》（ Sell Yourself in Any Interview ）一书的作者阿德勒（ Oscar

Adler) 说，将你最大的缺点转化为“机会之窗”，表明你的改善措施将使工作受益。比如他建议说，销售人员可以说，在强化数学能力后，销售业绩上升了。When an interviewer pops this nerve-wracking query, your body language counts as well. The wrong nonverbal cues undercut your credibility. Certain candidates hunch over, glance furtively around the room or wring their sweaty palms. “They sort of look like they ‘re being asked a question they can’t handle,” says Mr. Adler. 当面试官突然提出这样的刁钻问题时，你的身体语言也能反映一些问题。不当的肢体语言会削弱你的可信度。某些求职者会蜷缩身体，茫然地瞟着房间四周，或是扭动出汗的手掌。阿德勒说，他们看起来就有点像遇到了他们没法对付的问题。Maintaining eye contact, regular breathing and a broad smile impress employers that “you ‘re prepared for the weakness question,” says psychotherapist Pat Pearson, author of “Stop Self-Sabotage!” 心理学家皮尔森 (Pat Pearson) 说，保持视线接触、正常呼吸和明朗的微笑可以让雇主觉得“你对有关弱点的问题有所准备”。皮尔森著有《停止自我摧毁》(Stop Self-Sabotage!) 一书。For the same reason, you seem thoughtful if you pause before responding. But don’t wait too long. “If you ‘re going to take a minute,” Mr. Morrow cautions, “I’ve just identified your weakness.” 同理，如果你回答问题前稍作停顿会让你看起来深思熟虑。不过不要时间过长。莫罗警告说，如果你的停顿时间长达一分钟，那我已能发现你的弱点了。相关推荐：[实用英文简历荟萃](#) [你知道面试官在想什么吗?](#) [巧妙回答面试官的4个冷僻问题](#) [面试官](#)

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