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BASIC EXPRESSIONS
1) How do you think of your English?
2) How do you think of your proficiency in written and spoken English?
3) I think my English is good enough to communicate with English speaking people.
4) What other foreign language do you speak?
5) I have a good command of …… 6) Have you obtained any certificate of technical qualifications?
7) What special skills do you have, can you tell me? 8) Have you gotten any special training in …? ……
CONVERSATIONS A=Applicant I=Interviewer Dialogue 1 I: Our advertisement says English competence is a key requirement of this position. Then how do you think of your proficiency in written and spoken English? A: I have learned English for 10 years, and I have passed College English Test Band 4 and 6. My spoken English is fairly good enough to express myself fluently. I:

What other foreign language do you speak? A: I did self-study of Japanese in college, and I can carry on some simple conversations in Japanese. I:

A: 10

                                                    I:
                    A:
                              Dialogue 2 I: Have you obtained any certificate of technical qualifications or license? A: Yes, I have received an Engineer`s Qualification Certificate and a driver`s license. I: How many years have you had the driver`s license? A: I have two years driving experience. I: That`s good. What special skills do you have, can you tell me? A: I have experience in computer operation proficiency in Microsoft Windows Microsoft Word and Microsoft Excel   I: What computer languages have you learned? A: Visual C , C and Delphi. I: Have you gotten any special training in programming? A: No, but I have database programming experience and network knowledge. I:

A: I:
        A: I:
                    A: Windows
    Word   Excel   I: A: Visual C , C
    Delphi   100Test
                    www. 100test.com