

## Who would you hire?

Name: \_\_\_\_\_



Handling yourself during a job interview is important to your chances of success. How you respond to an interviewer's questions may determine whether or not you are given the job. An excellent way to prepare for any interview is to imagine yourself on the other side of the desk. You are the interviewer – the would-be employer. In this position, you can evaluate and compare the applicants who come to see you about a job. You will then discover those qualities in a job candidate that are desirable from an employer's point of view – and those that are not desirable.

In this activity, think of yourself as the vice president of a bank. This morning, in your office, you interviewed two high-school graduates, hoping to hire one of them to fill the position of an assistant bank teller. We are going to refer to them as Applicants A and B.

**As you read each set of questions, make your own notes about the questions asked and the responses of Applicants A and B.**

**What are your first impressions of the responses from A and B?**

### A. INTERVIEWS WITH TWO JOB APPLICANTS

Below is a record of your interviews with A and B. The interviews were conducted separately. But for the purposes of comparison, the applicants' responses to your questions are presented side by side. For each pair of responses, write notes explaining which response you prefer. Remember that your thinking should reflect your role as employer.

<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> Good morning. I'm glad to see you're right on time.	<b>INTERVIEWER</b> Good morning. Too bad you're late. That will cut into the time for your interview
<b>APPLICANT</b> Good morning. I appreciate your giving me this opportunity to talk to you.	<b>APPLICANT</b> I'm really sorry about that. My alarm failed to go off, and my Uber was late due to not knowing where you are located.

**INTERVIEWER'S NOTES:**

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<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> Tell me, why are you interested in this position with our bank?	<b>INTERVIEWER</b> Tell me, why are you interested in this position with our bank?
<b>APPLICANT</b> Honestly, I'm not sure. Banking seemed like an interesting subject in high school, so I thought I would give it a shot. I guess it's as good a career as any.	<b>APPLICANT</b> My best subjects in high school were business and accounting. Also, I was impressed by what your literature said about the bank's community service policies. This bank seems concerned about people, and I like that.

**INTERVIEWER'S NOTES:**

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<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> Why do you think you are qualified to be a bank teller?	<b>INTERVIEWER</b> Why do you think you are qualified to be a bank teller?
<b>APPLICANT</b> In high school I was a top student with A's in every subject. This proves that I have both intelligence and capacity for hard work. I think I can quickly master the skills required for this job.	<b>APPLICANT</b> I'm certainly smart enough to be a bank teller. Of course I would expect to move up from that job to a better paying position. I don't want to be a lowly bank teller the rest of my life.

**INTERVIEWER'S NOTES:**

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<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> The job of a bank teller involves being able to deal with people's problems, requests, and sometimes complaints, in a friendly and calm manner. Do you think you could manage that?	<b>INTERVIEWER</b> The job of a bank teller involves being able to deal with people's problems, requests, and sometimes complaints, in a friendly and calm manner. Do you think you could manage that?
<b>APPLICANT</b> No problem. If somebody I'm dealing with is in a bad mood, I just tell myself that's no reason to change my mood. Dealing with my older brother is all the experience I need for this job, believe me.	<b>APPLICANT</b> I'd have to think about that. I guess I'd probably do okay since my friends tell me I have a "cool" head. I know that I wouldn't have any problem handling the money and the paperwork.

**INTERVIEWER'S NOTES:**

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<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> If we hired you, what would you expect our bank to do for you?	<b>INTERVIEWER</b> If we hired you, what would you expect our bank to do for you?
<b>APPLICANT</b> I'd want to be promoted after showing you what I can do. After the training period, I would expect a salary of, say, \$25,000 plus benefits.	<b>APPLICANT</b> I'd expect to be treated fairly as an employee who has much to learn – but also much to offer. I realize that entry-level salaries are low, but that's okay because it is a learning and growth opportunity for me.

**INTERVIEWER'S NOTES:**

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<b>APPLICANT A</b>	<b>APPLICANT B</b>
<b>INTERVIEWER</b> We are still in the process of interviewing other applicants. We will be making our decision shortly. Thank you for coming in.	<b>INTERVIEWER</b> We are still in the process of interviewing other applicants. We will be making our decision shortly. Thank you for coming in.
<b>APPLICANT</b> Thank you. I too have a decision to make between this job and several others that I'm looking into.	<b>APPLICANT</b> Thank you for this interview. I enjoyed meeting you. Would you mind if I call back in a week to find out about your answer?

**INTERVIEWER'S NOTES:**

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## B. DECIDING BETWEEN JOB APPLICANTS

After your two interviews, decide what you would do by the checking the box of your choice.

HIRE A

HIRE B

INTERVIEW OTHER APPLICANTS

### EXPLAIN YOUR CHOICE

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## C. THINKING IT OVER

Review the notes that you took. They show what you liked and disliked about the applicants' responses to your questions. From your notes, you can see the positive characteristics in a job applicant that might persuade you, the employer, to hire him or her. List these characteristics in order of importance.

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

e. \_\_\_\_\_

f. \_\_\_\_\_