

# APPLIKAZZJONI

## Mock Interview

jobsplus

Isem u Kunjom I-Applikant: \_\_\_\_\_

Numru tal-Karta tal-Identita` : \_\_\_\_\_

Eta` : \_\_\_\_\_

Numru tat-telefown jew mowbajl: \_\_\_\_\_

Indirizz tal-imejl: \_\_\_\_\_

Indirizz: \_\_\_\_\_

Xogholijiet li jinteressawk: \_\_\_\_\_

Ġieli għamilt intervista għal xi xogħol?

Iva

Le

Jekk iva, hemm xi diffikultajiet li inti tixtieq tegħleb?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Id-data personali tingabar, tinzamm u tintuża minn Jobsplus u tiġi trasferita lil partijiet terzi sabiex jitwettqu l-funzjonijiet mehtiega minn Jobsplus skont id-dispożizzjonijiet tal-Att dwar is-Servizzi ta' Impieg u Təhrig (Kap 343 tal-Ligijiet ta' Malta). Jobsplus se tuża d-data personali skont id-dispożizzjonijiet tal-Att tal-2018 dwar il-Protezzjoni u l-Privatezza tad-Data u r-Regolament Ġenerali dwar il-Protezzjoni tad-Data (GDPR) KE/679/2016. Int għandek tipprovdi lil Jobsplus data korettta u f'każ ta' xi bidliet, dawn għandhom jiġu komunikati lil Jobsplus minnufih. Fejn applikabbli, int għandek id-dritt ta' access u thassir ta' data personali li Jobsplus ikollha dwarek, kif ukoll li titlob ir-rettifika ta' kwalunkwe data personali mhux korrettta.

Firma tal-applikant: \_\_\_\_\_

Formoli ta' applikazzjoni jistgħu jintbagħtu permezz ta' imejl fuq [advisory.jobsplus@gov.mt](mailto:advisory.jobsplus@gov.mt) jew bil-posta ndirizzati lil **'Unit Manager, Jobseekers' Advisory Services, Jobsplus, Head Office, Hal-Far, BBG 3000'**

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jobsplus

# Preparing for a Job Interview

## MOCK INTERVIEW

A Mock Interview will allow you to experience what it is like to attend a job interview. Since it is a mock interview, you will also be given personalised feedback.



### Jobseekers' Advisory Services

Jobsplus, Birżebbuga Road, Hal Far, BBG 3000

t: 153 e: [advisory.jobsplus@gov.mt](mailto:advisory.jobsplus@gov.mt) | [youth.jobsplus@gov.mt](mailto:youth.jobsplus@gov.mt)

The **Mock Interview** is a safe place where you can practice your job interview skills and gain feedback.

It will also help you gain confidence and provide you with experience of what it is like to attend an actual employment interview.

If you are already attending interviews but have not yet managed to land a job, then it can also be used to provide you with additional insight into what recruitment managers are after.

Since this interview mimics an actual interview the Jobsplus Employment Advisors are able to give you constructive feedback on all aspects of the interview process, such as:

- how well you answered the questions
- if your attire was appropriate
- other tips you can adopt in order to perform better during job interviews.

For this session, you will be required to come well prepared and dressed appropriately as though you were going for a job interview with an actual employer.

**To gain the best out of the session, keep the interview as realistic as possible.**



**Biex tiegħu l-aħjar minn din l-attività, agħtiha importanza daqs li kieku kienet intervista proprja.**

Il-'**Mock Interview**' tagħtik l-opportunità biex tipprattika l-ħiliet li għandek b'zonn għall-intervista u tingħata kummenti fuq dawn.

Din tgħinek tkabbar il-kunfidenza u tagħtik esperjenza ta' kif tħossok waqt intervista ta' xogħol.

Jekk bħalissa qed tattendi intervisti ta' xogħol, però għadek ma ġejtx magħżul, din l-attività tagħtik opportunità biex tingħata stampa aħjar ta' x'qed ifittex min qiegħed jagħmillek l-intervisti tax-xogħol.

Billi din l-attività tkun simili ta' intervista vera tax-xogħol, l-Employment Advisors tal-Jobsplus jkunu jistgħu jagħtuk kritika kostruttiva fuq kull aspekt tal-intervista bħal:

- kemm weġibt tajjeb il-mistoqsijiet
- jekk l-ilbies kienx addattat
- aspetti oħra li hemm b'zonn tinkludi biex tmur tajjeb fl-intervista tax-xogħol.

Għal din l-attività importanti li tiġi ppreparat/a u libes/libsa bħal meta tkun sejjer/sejra għall-intervista tax-xogħol proprja.

## APPLICATION FORM

### Mock Interview



Name of Applicant: \_\_\_\_\_

I.D. Number: \_\_\_\_\_

Age: \_\_\_\_\_

Telephone or mobile number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Jobs which you are interested in: \_\_\_\_\_

Have you ever attended a job interview? Yes  No

If yes, are there any particular difficulties you would like to overcome? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Personal data is collected, held and used by Jobsplus and is exchanged with third parties in order to fulfill the functions required of Jobsplus according to the provisions of the Employment and Training Services Act (Ch. 343 of the Laws of Malta). Jobsplus will use personal data according to the provisions of the Data Protection Act 2018 and General Data Protection Regulations EC/679/2016. You should disclose to Jobsplus data which is correct and that should there be any changes, these are communicated to Jobsplus immediately. You have the right to access, change and delete, where applicable, your personal data that Jobsplus holds about you as well as to request that any incorrect personal data is rectified.

Applicant's Signature: \_\_\_\_\_

Application forms can be sent by e-mail on [advisory.jobsplus@gov.mt](mailto:advisory.jobsplus@gov.mt) or by post addressed to '**Unit Manager, Jobseekers' Advisory Services, Jobsplus, Head Office, Ħal-Far, BBG 3000**'