

2022安徽高一上学期人教版高中英语期末考试

1.

The impression you make at the beginning of an interview is very important. Employers often decide to hire someone in the first three minutes of the interview. They judge you by your appearance, attitude and manners.

A friendly smile when you walk into the room is important. A smile shows a confident and positive attitude.

When you introduce yourself, make eye contact with the interviewer. Some interviewers offer a handshake. Others don't.

Try to be as natural as possible. But pay attention to your body language. The way you sit, walk, gesture, use your voice and show feelings on your face is all part of your body language. It makes the interviewer know how you feel about yourself and the situation you are in. Are you feeling positively about yourself? Your abilities? Your interest in the job?

Speak clearly and loudly enough. Show interest and enthusiasm in your voice. When you speak, look at the interviewer. Also, don't say negative things about yourself, or former employer.

Listen to questions carefully. If you don't understand a question, ask the interviewer to repeat or explain: "I'm sorry, but I didn't catch that." "I'm not sure exactly what you mean."

Almost everyone is nervous in a job interview. Interviewers know that. They don't expect you to be totally calm and relaxed. But they expect you to try to control your nervousness. They expect you to show confidence in your ability to do the job.

At the end of the interview, thank the interviewer for her or his time.

It's a good idea to send a short thank-you letter right after the interview, or deliver it by hand.

Phone the company if you have not heard anything after one week. Ask if they have made a decision about the job.

Good luck!

21. It can be inferred from the passage that _____.

- A. you should always put on a smile when meeting the employer
- B. you should stand still with respect before the employer
- C. employers understand and like employees' nervousness
- D. the first impression is very important in an interview

22. Why should we pay attention to our body language?

- A. Because it is needed by our employer.
- B. Because it can help us feel about the employer.
- C. Because it can help us win the employer's positive impression.
- D. Because we need it to improve our feelings.

23. The main purpose of the passage is _____.

- A. to tell right from wrong about job interviews
- B. to give you some advice on the art of finding a job
- C. to explain why we should do something about an interview