

Name _____



Hire the Right Form

Directions: Below is a short job interview script with missing questions. Read each interviewer's prompt and write an appropriate question using the verb provided in parentheses. Make sure your question uses the correct gerund or infinitive form.

Job Interview for an Office Assistant Position

Interviewer: Good morning. Thanks for coming in today. Let's begin.

1. **(enjoy + work)**

"I'd like to start by asking: _____?"

Candidate: Yes, I really enjoy working in an office environment.

2. **(decide + apply)**

"Can you tell me: _____?"

Candidate: I decided to apply because I'm interested in learning new skills.

3. **(avoid + make mistakes)**

"How do you usually _____?"

Candidate: I avoid making mistakes by double-checking my work.

4. **(promise + meet deadlines)**

"In this position, can you _____?"

Candidate: Yes, I promise to meet all deadlines on time.

5. **(plan + continue education)**

"Do you _____?"

Candidate: Yes, I plan to continue my education while working here.

7. **(offer + help coworkers)**

"If a teammate is struggling, would you
_____?"

Candidate: Yes, I would offer to help my coworkers whenever needed.

8. **(look forward to + join the team)**

"Finally, do you _____?"

Candidate: Absolutely, I look forward to joining the team!