

Below we've drafted a sample worksheet of a mock interview sheet. It's what your employer would look at before starting the actual interview. Think of this as a **summary** of what you wrote on your CV. The "How can your skills be of use section is usually left empty so the employer can fill it out as you explain yourself :). I'll go first so you can see how to proceed with this worksheet! What would your summary look like?

The next time you apply for a job keep in mind how you're able to utilize your language skills to the best of their abilities. With that thought in mind, fill in the worksheet below.

<b>Mock Interview Sheet</b>	
<b>Name</b>	Melanie
<b>Sex</b>	Female
<b>Age</b>	**
<b>Address</b>	*****
<b>Skills Languages</b>	Friendly Co-Worker, Cooperative, Leadership Strategist, Interculturally Adept.....  English- Native German- Fluent Japanese- Proficient Thai- Fluent Spanish- Proficient Chinese- Elementary
<b>How can your skills be of use to our company?</b>	My main framework is to operate in an environment that allows me to express my interests in exchanging valuable information between cultures. This interest in specific can allow both the company and myself to experience tremendous personal growth for the inside out. The languages I've studied throughout the years are a personal statement to that fact....etc
<b>TIP</b>	<b>Be sure to focus on facts, and be natural.</b>

**Find your worksheet on the next page!**

<b>Mock Interview Sheet</b>	
<b>Name</b>	
<b>Sex</b>	
<b>Age</b>	
<b>Address</b>	
<b>Skills/Languages</b>	
<b>How can your skills be of use to both our company?</b>	
<b>TIP</b>	<b>Be sure to focus on facts, and be natural.</b>