

## Describing your strengths

Your interviewer will also want to know what you're good at. Why? Because the job you're applying for requires certain skills – so now's the time to explain what you can do well!

Some positive traits and skills managers look for include:

- Organization
- The ability to multitask
- Perform to a deadline
- Solve problems
- Communicate well
- Work in an international environment and with people from all over the world
- Speak foreign languages
- Enthusiasm

**You can use phrases like:** I'm good at/ I'm skilled at

*multitasking/working under pressure/working to a deadline, or My strength is/are my ability to problem solve/be enthusiastic/speak fluent English etc.*

## Describing your experience

If you've had a job before you have valuable experience to bring to this new position. Depending on the sort of job you're applying for, your education might also be important to highlight. Here are some phrases to use:

- *I have five years' experience as a waitress/in retail/as a teacher*
- *I worked in retail for seven years and was promoted to manager in my second year*