



Walthamstow School for Girls
Professional Interview
Friday 7th February 2025

An opportunity to practise applications and interviews





Professional Interview Day - Why?

- Preparation for real life - life skills
- Understanding how to write a CV
- Understand what interviews are like and reflect on my interview technique
- Thinking about appropriate dress for an interview
- Confidence building in interviews
- Support for college applications and interviews





Professional Interview Day - What YOU need to do

- Complete your profiles on unifrog (work place, interests, personality) and look at job ideas it link to
- Write a CV (**use the CV tool on unifrog that I have set as a task for you**)
- Submit your CV and college personal statement to the front office
- **Keep a copy for yourself!**
- Come to school in your interview dress and go to your allocated interview slot
- Make sure you know your interview slot – let me know if this is not possible for you
- Complete a self-reflection activity and be open to feedback from your interviewer





Professional Interview Day – On the day

- Come to school in your interview dress
- Allocated appointment slots for your interview – arrive 55 min early
- Interviews conducted by 21+ volunteers
- Your interviewer will have your CV and cover letter
- Interviews are around 15-20 mins long
- Feedback from interviewer on interview and CV/cover letter
- Self -reflection
- Normal lessons for the rest of the day





Professional Interview Day – How do I write a CV ?

- CV – use the Unifrog CV writing task set for you. Download and save – keep updating throughout your life





Professional Interview Day - Key dates

Application deadline:

Friday 31st January 2025

Applications printed and handed to FRONT OFFICE.

Professional Interview Day:

Friday 7th February





Professional Interview Day – Tasks for now

Discuss the following:

What are my key qualities that I want to show in my interview? How will I do this?

How will I make a positive first impression?

What questions might they ask me?

Unifrog CV writing tool

Look together as a class on Unifrog

Can you allocate a form time in the ICT room to write your CV and cover letter?

