

JOB APPLICATION 2 INTERVIEW



Contents

- Job market overview in Bangladesh
- Job Searching Media
- Job Application Etiquettes.
- Interview Preparation

Job Market in BD



1:500+
Per position

Unskilled
Candidates

New
Opportunities

Lack
Job Readiness



JOB SEARCHING



- Create professional profile
- Add relevant details
- Set preferences
- Networking
- Keep applying!



- Follow career pages
- Get into job vacancy announcement groups
- Making connections
- Keep applying!

JOB APPLICATION



- Email ID name
- Subject line
- Email body write up
- Cover letter
- Attached CV name



E-Mail ID name



DEAD x EYE

Applying for trainee sales associate



6/27/2023

Sunflower

Manager, Talent Management

Hello! I hope this note finds you well. Please



6/22/2023

Discover JB

Job application for Sales Associate Wholesale ...



6/25/2023

A2ZS 2nd -40 Meherul

Intern, HR

Respected Hiring Manager, Thanks for offering



6/19/2023

Sakib Bin Sahed

Application for the post of _____

Subject Line



want to join your team

To career@apexfootwearltd.com

Apply for intern

Sir. It's my CV. <end>

6/19/2023

Post for manager

Hello I have sent my cv to your end.please

Application for the post of _____

Job Application







Email body write up/Cover Letter

- Attach cover letter if mentioned in the job post, or
- Paste the cover letter writeup in the email body
- Try to include why are you the perfect fit for the job!

CV File Name



 Shanta_1688887389669.pdf 617 KB	 (HR) Resume Edited Farial 2023 Feb.pdf 427 KB
 CamScanner 07-06-2023 05.05.pdf 3 MB	 CV - Final.pdf 312 KB

Cv of Sakib Bin Sahed_HRM_JnU_HR_RFL
Group

Job Application



- Be active
- Try to apply quickly
- **DON'T WAIT FOR DEADLINES!**



Interview Preparation

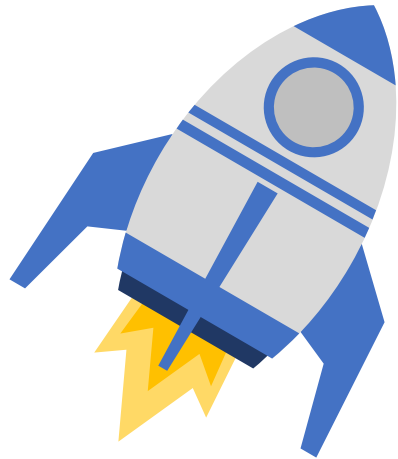


INTERVIEW ETIQUETTES

- Professional Attire
- Initial Greetings
- Asking before seating
- Maintaining good eye contact
- Be loud enough and clear
- Gesture and posture



Impact of 1st Impression



The First Impression
(Proper Dress up, Gesture & Posture)

Self Introduction

Your Desired Job

Interview Preparation



INTERVIEW FORMATS

- Written
- IT Test
- Case solving & Presentation
- Verbal Interview



Interview Preparation



Gesture and Posture



Interview Preparation



PREPARATION FOR INTERVIEW

- Written
- Basic English
- Analytical/Math
- Relevant Job Knowledge
- Time Management



Interview Preparation



PREPARATION FOR INTERVIEW

- Verbal Interview
- Company Overview
- Industry knowledge
- Preparing “Introducing yourself”
- Reading the JD again and again



Interview Preparation



PREPARATION FOR INTERVIEW

- Verbal Interview
- Understanding every element from JD
- Being confident enough.
- Driving the interview.



Interview Preparation



POST INTERVIEW TIPS

- Asking questions.
- Expressing gratitude.



Common Interview Q



- Tell something about Yourself/ Introduce Yourself without mentioning about Family/ Educational Qualifications/ Introduce yourself by stating something that is not mentioned in CV
- Tell about your SWOT
- What do you know about the job that you applied for?
- What skills are needed to ensure maximized performance in the job?
- Why should we hire you?
- What do you know about this Company?
- What is your salary expectation?
- Where do you want to see yourself after 5/10/15 years?
- What is your expectations from us?
- Do you have any questions from your end?
- Give an Example of your creativity/ Hard work/ Patience/ Challenging situation and its solution



Self Introduction

- Name
- Educational background- (Last two)
- Express passion for Web/App Development
- Training history that matches job role
- Accomplishments regarding Web/App Development
- Justified soft skills
- Express why fit for the role



ANY QUESTIONS?