



CIVIL SERVICE

Local

VOLUNTEERING OPPORTUNITY West Midlands

Reference	Practice Interview Skills
Location	Aldridge School Tynings Lane Aldridge Walsall WS9 0BG
Date(s)	Wednesday 18 th March 2015
Organisation	Education Business Services Ltd www.ebsltd.uk.com
Type of Opportunity	<ul style="list-style-type: none">i) Volunteers will offer a one-to-one practice interview with a Year 10 pupil.ii)iii) Number of opportunities –10 <u>volunteers required</u>
Duration	The session will run from 9am until 3pm with refreshments and lunch supplied by the school
Brief Description	Volunteers will receive full joining instructions prior to the event. No particular knowledge or preparation is required as all will be explained and supplied on the day. Interviewers will be supplied with a list of interviews/application forms and a guide of possible questions to ask. The aim of the event is to give students interview experience to prepare them for real ones in the near future
Closing Date	Friday 6 th March 2015
Further Information	Approval from your department line manager required to participate in this opportunity for any additional information regarding opportunity contact: Ashaq Elli (CSL) Email : ashaq.elli@dwp.gsi.gov.uk or Phone:07540615069
How to Apply	Insert contact details of the hosting organisation Lorenzo Cosco lorenzo@ebsltd.uk.com 07904 936390 Name of person for further information regarding the opportunity Lorenzo Cosco

Your feedback sought

If you do take up this opportunity, please let us know.
We would also welcome feedback about your experience,
so please complete the attached evaluation form.



Evaluation Form