



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

professional career development

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Introduction

In this report I will write a personal reflection on the role play and I will talk also about my career development planning, following the Gibbs reflective cycle.

This report covers also areas such as establishing my employment goals and develop my personal action plan/development plan.

Arrival appearance and poise

As soon as I meet the person I had to interview I have immediately shaken her hand introducing my self (saying my name and my job position). After that I have tried to let her feel comfortable asking if she needed something to drink, such as a simple glass of water or a coffee/tea. Once I finished I asked her if she needed few minutes to get mentally ready; and finally after all that we started the job interview.

I have done all this to let my interviewee feel more relax and comfortable so I could feel less stressed as well.

The interviewee wasn't the only person under pressure because generally speaking if a manager is looking for staff means that he/she is under pressure because of the need of a staff member and this space has to be filled as soon as possible on the best way.

Speaking about the first impression I think it was a pretty good beginning, we both were dressed quite appropriately, nice hand shake and enough confidence.

Obviously it wasn't perfect, there are few things I have to improve such as the body language, where I have to practice more and maybe the posture could be to improve.

If I could go back in the time and make some changes I would probably take it more easy, I prepared myself too much and at the role play could look more natural if I hadn't, but I'm happy of how it went, I have learned from my mistakes and I will not make them again.

Skills presentation and delivery

When I have started my job interview as a first question I have been asked to talk about my self, so I introduced my self saying my full name, the country I am from and this kind of staff. After that I started to talk about my work experience, explaining where I have worked before and my roles in each company.

While I was talking about my work experience I was so confident and peaceful because I am proud and grateful for all this I have done because without this I would not be the person I am now. So this part of the interview I think is the one that went better and I'm proud of it. I don't think I could do better but of course with the experience that the past of the time next interview will be much better.

The part that I think didn't go well is the demonstration of knowledge about the company, I have talked too much about my experience forgetting to show that I knew what's the company I was applying for was looking for.

At that moment I didn't realise that so I was going on answering to others questions, but now that I'm reflecting about what happened I think that I could do it and it would look much better. Everything happens for a reason and thanks to this experience on my next interview I will not do the same mistake and will be perfect.

Talking about the aligned answers with the needs of the company went pretty well, I have answered to all the questions I have been asked letting them know all what they wanted about myself. Those types of questions are quite easy for me, I know how to make myself look appropriate to every kind of situation, this is one of my qualities and it is really useful. It went really well I don't think I could do better for my actual knowledge, so yeah I am happy with that. If it rose again I would answer the same way as I did.

For every question I have been asked I have answered giving examples of my previous experiences and I did it very well as I can see from the feedback of my lecture, that says it was very good and if he said that who am I to oppose to that.

Of course I could do better but sometimes you have to be satisfied of what you have done, because if you don't you will never be happy in your life. I could do better but the play role wasn't only about this question so I had to prepare myself to every type of question, if I focus on one thing in particular then I will prepare less other stuff. In conclusion I am satisfied with what I said and did and I think it went very well but I will not stop, I will always try to do better.

With regard to polite manner went very good as well, I didn't have to prepare myself for this because thanks to my parents and the ambient where I where I grew up respect is always been a fixed point of my life. Since I was a child I have been taught that I have to be educated and polite with people and the environment, and growing up I have always tried to improve myself from this point of view. In addition to the family the education given at school is very important and I think that thanks to the school above all I learned to be polite.

I was feeling very comfortable about this because of my experience so it wasn't a problem for me to talk and act in a polite way and as I can see from my lecturer feedback I can see that he agreed about that and confirmed what I just said.

I think it was really good and with the pass of the time it will be always better, I just have to keep working, reading and watching education programmes so I can improve always more.

Next point I would like to reflect on is answered questions in full and in a timely manner. During the role play I tried to act as if I was in a real job interview, not only to let it look better, but also because I wanted to see how am I going to look like in a real professional job interview. I have never done one before because as work experience I only had normal interviews or not even one.

I tried to think that my class mate was a real job interviewer so I was a bit stressed and of course also because I was going to get marked of I was.

I answered to the questions in full and in a timely manner, I tried my best and it went very good. I didn't expect I was going to be that much impressive but I exceeded my expectations by proving to myself that if I want something and work hard to get it I can do it. If I could go back in the time to fix something I would probably change my mindset, being more self-confident and probably it could look better.

During the play role I tried to fit myself as much as possible into the character so that I could answer the questions in the same way I would in a real interview. I managed to get into the role as I wanted, not 100% but almost totally. I think this part also went quite well, I'm proud of how I prepared myself and I think I would do it again in the same way if I had to do it again.

During my interview I had to try to demonstrate all my strengths because not being yet prepared enough for that job role in reality I have many more weakness than strengths but I managed to cover it trying to seem confident in myself. I managed with enough ease to overcome even this obstacle thanks to the many times I tried my part at home and I must say that it was worth it.

I managed to make it seem easy but at that moment for me it was not at all, a difficult question was enough and I would have panicked, but fortunately there was not and I managed to overcome this point with also a good result as we can see from the lecture feedback here below.

Thinking back now to how I was at that moment I feel a little stupid, all that stress for a fairly easy thing, but thanks to that stress that I managed to do it well. In conclusion I want to say that it was a good test and I think I have passed it very well. In the future if I will have to do another interview of this level I would certainly be calmer having already done it previously.

Finally, I would like to reflect on the way in which I have spoken in general.

I always tried to keep the volume of the voice quite clear, so that I seemed sure of what I was saying, and I think it worked. I tried to use fairly advanced terms, avoiding repeating myself and using terms that I would use in everyday life, and above all I managed to avoid stuttering and moments of silence.

Conclusion

It was a very constructive experience, which will serve me a lot in the future. this is the last exam of a year where I had many ups and downs but I'm happy to have made it. I thank all the teachers who have taught me many things but not only scholastic but also advice on how to face life.

Before this course I never thought I would continue my studies, but now I changed my mind and I want to not only finish my studies, I want to get a master's degree as well and I will work hard to achieve it.

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◀ Search



Interview Feedback Form fadyJghaimi

DOC - 71 KB



Interview Feedback Form

Date:

21/08/2022

INTERVIEWEE: Fady Jghaimi
Furnadzhieva

INTERVIEWER: Elena

SCORE: 5= Excellent, 4=Very Good, 3= Good/Average, 2=Poor, 1= Very Poor

	5	4	3	2	1	Comments
ARRIVAL, APPEARANCE & POISE						
Firmly shook hands of interviewer, smiled and greeted	•	•	x	•	•	You need to improve on the welcome part. It was too dry you should have made your interviewee calm down and more relax. You could also improve your dressing mode improve on the eye contact.
Maintained eye contact	•	•	•	x	•	
Hand and facial movements were natural	•	•	•	x	•	
Posture (sat up straight, etc.)	•	•	•	x	•	
Displayed confidence	•	•	x	•	•	
SKILLS PRESENTATION & DELIVERY						
Demonstrated knowledge about the company	•	•	•	x	•	As the interviewer you should have made your interviewee more comfortable. Try to make the interview to look more real add more flavors to this next time. You have demonstrated good skills of the job you also acted in a professional manner. Then make sure you emphasize more on your strengths rather than your weakness. You feel relaxed and comfortable. Try to improve on time management. Overall, it was a successful interview.
Aligned answers with the needs of the company	•	•	•	x	•	
Demonstrated skills with examples	•	•	x	•	•	
Acted in a polite manner	•	•	x	•	•	
Answered questions in full and in a timely manner	•	•	x	•	•	
Understood the position	•	•	x	•	•	
Displayed enthusiasm	•	•	x	•	•	
Focused on strengths; avoided weaknesses	•	•	x	•	•	
Referenced specific items on CV	•	•	x	•	•	
Emphasised qualifications	•	•	x	•	•	
Asked appropriate questions of the interviewer	•	•	x	•	•	
Spoke clearly and at a reasonable volume	•	x	•	•	•	
Limited the use of filler words such as "um" or "like"	•	•	x	•	•	
Did not talk negatively about previous employer(s)	•	•	x	•	•	
OVERALL PREPARATION						
	•	•	x	•	•	LECTURER: PLEASE SIGN AND DATE IN THIS BOX TO CONFIRM COMPLETION OF THE INTERVIEW. FAEDU 21/08/2022
POINTS AVAILABLE 100						
POINTS EARNED _____						
GRADE 68 %						

Job application form

Application for – restaurant general manager

Your details

Name: Fady Jghaimi

Education and training

Please give details:

I have worked many years in the hospitality sector and I have the degree that confirms my skills.

Qualifications

Please give details:

Certificate in Higher Education 2021 – 2022

BALM (Hons) Business Administration and Leadership Management

Employment history

Your current or most recent employer

Name of employer: Fady Jghaimi

Job title: pass master

Length of time with employer: 1 year

Reason for leaving: I am looking to a position where I can grown-up

Duties:

Organize runners schedule and breaks, make sure dishes are well done and delivered and Served food.

Previous employers

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

I have worked many years as a floor manager, so I learned how to manage a team and the costumers. Thanks to this experience I developed many skills such as communication, team work, management etc..

Supporting statement

Please tell us why you applied for this job and why you think you are the best person for the job.

I have the skills and qualities to match the job description, and to perform highly in the role. I have experience of working with other people; I am always seeking to learn and develop, and I have the creativity to help your business grow whilst offering excellent service to your costumers. I am a positive, flexible, and adaptive person, and always take responsibility to my own professional development.

Right to work in the UK

Do you need a work permit to work in the UK? Yes

References

Please give the names and contact details of 2 people who we can ask to give you a reference. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.

Simone Campagnolo 07440682930

Andrej Jancovic 07440789836

Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name: Fady Jghaimi

Reference

The University of Edinburgh (2020). *Gibbs' Reflective Cycle*. [online] The University of Edinburgh. Available at: <https://www.ed.ac.uk/reflection/reflectors-toolkit/reflecting-on-experience/gibbs-reflective-cycle>.