

PRE-SCREENING INTERVIEW

IMPORTANT: Operator do not have to stick tightly to the questions enlisted below since they are more likely a hint to conduct the meeting. A lot depends also on how the interview proceeds. Plus, is up to the operator to calibrate the linguistic level according to the interlocutor.

Candidate's first and last name: _____

Operator's first and last name: _____

Date: _____

AREA 1: Motivation

- Have you ever heard before about the practice of skills evaluation and validation?

- Why have you accept to participate to this skills validation process?

- What do you expect to obtain from this skills validation path?

- Have you ever taken part to initiatives of active labour policies?

- What's the professional profile you wish to achieve a certification for?

AREA 2: Academic achievements and vocational training experiences

- To date, what's your highest school qualification, degree or diploma you earned?

- Have you earned your degree here or in your country of origin?

- How long have you completed your studies?

- Did you have to ask for a translation/recognition of your degree/diploma/qualification once arrived in the host country?

- Have you ever attended a professional training course here or in your country of origin, relevant for this skill evaluation path? If yes, did the course/s provide a period of practice/internship?

- Have you ever took part to any other short training courses, workshops or seminars relevant to this skill evaluation path?

- Have you kept all the formal documentation regarding your school/professional training activities?

AREA 3: Professional experience

- Let us talk about your professional story, particularly the most relevant experiences for this skills validation process. What is/was your role? Which were your responsibilities and tasks?

- Imagine a typical day at work: can you describe me all the main activities you are/were usual to carry on from the beginning till the end of your workday?

- Is/was it a satisfactory job experience in your opinion?

- Other work experiences to report?

AREA 4: Personal story and socioeconomic information

- How long have you moved here? Why did you choose to come here?

- What's your civil status? Do you have children? Are you married?

- Are you registered at the employment center?

- [In case of unemployment] Do you receive any kind of income support? Do you receive an unemployment insurance or minimum social benefits?

- Are you recognized as a disabled worker?

- Other situations to report?

AREA 5: Other fields of activity

- Let us talk about your spare time activities: what are your hobbies? What are your non-working interests?

- What's the degree of your engagement in these activities? Are you part of a formal/informal group or association due to these interests/hobbies?

- Do you practice sports? Amateur or competitive level?

- Are you a member of an association, political party, pressure group or union? If yes, what do you do?

- Have you ever volunteered or took part in beneficial initiatives?

- Talking about you, describe yourself using 5 adjectives

Signature of the Operator
