



Language Learning Scotland

Nat 5 Spanish

Additional bullet points for job application

In your writing paper you will be asked to write a job application. The following bullet points are standard:

- Personal details
- School/college/education experience till now
- Skills/interests you have which make you right for the job
- Related work experience.

You will be marked out of 20 :

When writing you

- Must focus on accents, grammar and spelling
- Should add in different tenses
- Must try to use the conditional tense

Examples of extra bullet points may include:

- Ask what you can do on your day off
- Your opinion of any films you have seen
- The dates you will be able to work there
- A request for information about working hours
- Any links you may have with a Spanish speaking country
- Any questions you may have about the job
- Your reasons for wanting to work in Spain
- Your accommodation plans
- Your experience of working with other people
- Give information about your hobbies
- Say why you want to work with children
- Ask any two questions about the job
- Your future career plans
- When you will be able to come in for the interview
- A description of your our level of Spanish
- Mention the countries you have worked in
- What activities you'd like to organise on the weekends for students
- Reasons to work abroad
- Ask how much you will get paid
- Mention what you will do to help students
- Talk about your schedule
- Talk about what you do for the community

- Voluntary work that you have done to better the community
- Mention why you enjoy Spanish food
- Opinion about living in Spain
- Your opinion about travel
- What you would like to do for the company

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