

Preparing a candidate for a job interview



Dictionary

English	Definition	German	Romanian	Danish
CV	the abbreviation for 'curriculum vitae' (a written record of your education and the jobs you have done, that you send when you are applying for a job).	Lebenslauf	Curriculum vitae	CV
interviewer	the person who asks the questions in an interview	Interviewer	Persoană care intervieveaza	interviewer
interview	a formal meeting at which somebody is asked questions to see if they are suitable for a particular job, or for a course of study at a college, university, etc.	Interview	interviu	interview
interviewee	the person who answers the questions in an interview	Interviewpartner	Persoană interviuată	interwievede
salary	money that employees receive for doing their job, especially professional employees or people working in an office, usually paid every month	Lohn, Gehalt	Salariu, plata	Løn, gage
(to) shake hands	to take somebody's hand and move it up and down as a way of saying hello or to show that you agree about something	Die Hände schütteln, Hand geben	A da mâna	give hånd
Work schedule	a plan that lists all the work that you have to	Zeitplan, Arbeitsprogramm	Program de lucru	arbejdsskema

	do and when you must do each thing			
Application form	a piece of paper on which to apply for something	Anwendung, Anforderung	Formular de cerere	ansøgningsskema
Letter of recommendation	a formal letter or statement that somebody would be suitable for a particular job, etc.	Empfehlungsschreibung	Scrisoare de recomandare	anbefalingsbrev
advert	a notice, picture or film telling people about a product, job or service	Anzeige	Reclamă, anunț	annonce
Work experience	the knowledge and skill that you have gained through doing something for a period of time; the process of gaining this	Berufserfahrung	Experiență de muncă	erhvervserfaring
Medical insurance	an arrangement with a company in which you pay them regular amounts of money and they agree to pay the costs, for example, if you die or are ill/sick, or if you lose or damage something	Krankenversicherung	Asigurare medicală	sygesikring
training	the process of learning the skills that you need to do a job	Bildung, Qualifikation	Instruire, calificare	Uddannelse træning
candidate	a person who is trying to be elected or is applying for a job	Kandidat	candidat	Kandidat
Promotion, advancement	a move to a more important job or rank in a company or an organization	Förderung	promovare	forfremmelse
experience	the knowledge and skill that you have gained through doing something for a period of time; the process of gaining this	Erfahrung	experiență	Erfaring, oplevelse

references	a letter written by somebody who knows you, giving information about your character and abilities, especially to a new employer	Empfehlung	recomandare	anbefaling
office	a room, set of rooms or building where people work, usually sitting at desks	Büro	birou	kontor
personality	the various aspects of a person's character that combine to make them different from other people	Persönlichkeit	personalitate	personlighed
Work environment	the conditions that affect the behaviour and development of somebody/something; the physical conditions that somebody/something exists in	Arbeitsbedingungen	Condiții de muncă	arbejdsmiljø