



Certificate of Work Readiness

Unit Code: F788 10 Responsibilities of Employment

Evidence Reference Number 2

Individual Interview Task

Name

Date

Assessor

You now have a better understanding of what your responsibilities are as an employee and what an employer may expect from you.

To gain a better understanding of what it's like for an employee and an employer the best thing to do is ask!

Your task is to interview one employee and one employer.

You may already know them ,they may be a member of your family or a friend or it might be someone you don't know yet.

Think about the sort of person you want to interview – it might be someone who does a job you are interested in yourself.

Come up with 3 questions to ask an employee and 3 questions to ask and employer and detail them on the next page.

The next page has been set up so you can record your questions and their answers.

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Employer Interview

Name

Name of organisation you work for

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Employee Interview

Name

Name of organisation you work for

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