

IELTS LISTENING – Matching the person to the job S50T3



IELTS LISTENING Matching the person to the job IELTS LISTENING listening practice test has 10 questions.

Task 3
Listen and answer question 21 - 30.

Questions 21-24

Choose the correct letters **A-C**.

21 At the start of the tutorial, the tutor emphasises the importance of

- ☐ **A** interviews
- ☐ **B** staff selection
- ☐ **C** question techniques

22 An example of a person who doesn't 'fit in' is someone who

- ☐ **A** is over-qualified for the job
- ☐ **B** lacks experience of the tasks set
- ☐ **C** disagrees with the rest of the group.

23 An important part of teamwork is having trust in your

- ☐ **A** colleagues' ability
- ☐ **B** employer's directions
- ☐ **C** company training

24 The tutor says that finding out personal information is

- ☐ **A** a skill that needs practice
- ☐ **B** avoided by many interviewers
- ☐ **C** already a part of job interviews

TUTOR: Good morning. So, we've looked at various aspects of **q21 staff selection** this term and uh I think by now you should be beginning to see how much more there is to it than just putting applicants through a short interview or asking the 'right' questions. So I think you should be ready for today's tutorial on 'matching the person to the job'.

We're going to talk today about the importance of choosing that all-round 'right' person.

MURIEL: Right. So we have to put ourselves into the role of the manager or supervisor?



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TUTOR: Yes. And then we're going to imagine how different applicants would fit into the team or group they have to work with we'll look at some examples later.

MURIEL: It's just theoretical at the moment...

TUTOR: Yes. The point is, you can select someone even a friend who has all the right qualifications degrees certificates, whatever. You can also check that they have a lot of experience that they've done the sort of tasks that you want them to do in your office already, in a similar environment. But if they start work and you realize that they just **q22 don't get along with everybody** else that say they've got sharply contrasting views on how something will work well, with the best will in the world, you may be backing a loser.

MURIEL: Wouldn't it be just a question of company training, though?

TUTOR: Not always. Particularly in a team situation, and I think it's important to think in terms of that type of working environment. People have to have faith in **q23 each other's ability** to carry out the task their boss has set them. They have to trust that everyone will do their part of the job, and you can't necessarily train people for this.

MURIEL: But it's like trying to find out what someone's personality is like in a job interview I mean you just can't do that. Even if you try, you won't find out what they're really like until they actually start work.

TUTOR: Well, in most interviews you usually **q24 ask candidates questions about their hobbies** and what they like doing in their spare time that sort of thing so employers are already involved in the practice of well doing part of the task.

MURIEL: But it doesn't tell you anything. It doesn't tell you if they're easy-going or hate smokers or whatever.

TUTOR: Well, arguably it does give you a bit of information about an applicant's character, but also more and more employers around the world are making use of what are called 'personality questionnaires' to help them select new staff and...

Questions 25-29

Complete the notes below.

Type **NO MORE THAN THREE WORDS** for each answer.

Personality Questionnaires

- completed during **25** [Type correct answers here](#)
- used in the pas by the **26** [Type correct answers here](#)
- and the **27** [Type correct answers here](#)
- nowadays used by **28** [Type correct answers here](#) of large employers
- questions about things like: working under pressure or keeping deadlines
- written by **29** [Type correct answers here](#) who say candidates tend to be truthful

Question 30

Choose the correct letter **A-C**.

What is the tutor trying to do in the tutorial?

- ☐ **A** describe one selection technique
- ☐ **B** criticise traditional approaches to interviews
- ☐ **C** illustrate how she uses personality questionnaires

MURIEL: What's it called?

TUTOR: A Personality Questionnaire. They have to be filled out by the candidates sometime during the **q25 selection procedure**, often just before an interview. The idea is actually quite old. Apparently they were used by **q26 the ancient Chinese** for picking out clerks and civil servants, and then later they were used by the **q27 military** to put people in appropriate areas of work. They've gained a lot of ground since then and there are about 80,000 different tests available now and **q28 almost two-thirds** of the large employers use them.

MURIEL: Which makes you think that there must be something in them.

TUTOR: That's right. They ask the sort of questions that you might expect, like do you like working under pressure or are you good at keeping deadlines.

MURIEL: And what if people can see through them and just write what they think the employer wants to see?

TUTOR: Well that's always a possibility.

MURIEL: I mean, it's human nature to lie, isn't it?

TUTOR: Well, that's the point. Apparently it isn't. These tests are compiled by **q29 experts** and they believe that the answers can provide a few simple indicators as to roughly the type of person that you are that people will generally be truthful in that situation.

MURIEL: And then you can go some way towards finding out whether someone say, forward-looking a go-ahead type of person or resistant to change.

TUTOR: Yes. And there are all kinds of other methods...

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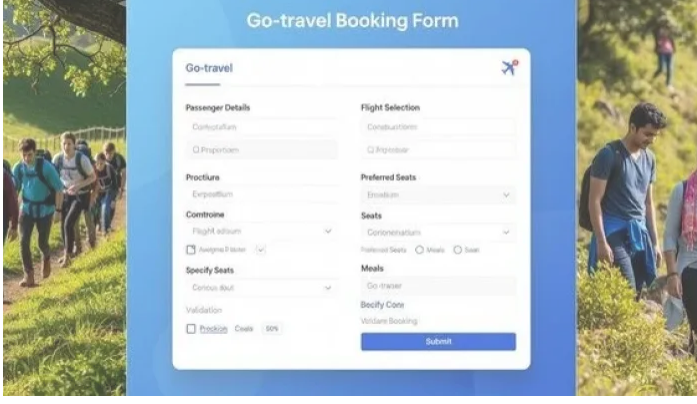
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