

This form should only be used for learners **not** using the OCR Evidence Booklet or if supplementary tasks are to be inserted in to the Evidence Booklet.

### Entry Level 3

Candidate's name: .....

**The work you submit for assessment must be your own.**

**You must not copy from someone else or allow someone else to copy from you.**

I confirm that this is all my own work.

Candidate's signature .....

Date .....

Assessment criteria	Document/Page number	Attached (insert ✓)
1.1 Identify the information needed for a specific job interview		
1.2 Identify information about the organisation		
2.1 Identify what a specific job involves		
2.2 Identify skills or personal attributes needed for a specific job		
3.1 Prepare answers to questions that may be asked at a job interview		
3.2 Prepare questions that they could ask at a job interview		
4.1 Demonstrate positive behaviours at an interview		

Assessment criteria	Document/Page number	Attached (insert ✓)
4.2 Communicate appropriately in a job interview		
5.1 Identify what went well at the job interview		
5.2 Identify improvements for future interviews		