

BONUS 5 — 100 PROFESSIONAL ENGLISH INTERVIEW PHRASES

Speak clearly and professionally without memorizing complicated English

AI Job Hunter Accelerator • Launch Edition

Bonus 5 — 100 Professional English Interview Phrases

Use these phrases as language support. Adapt them to your own experience. Natural, simple English is better than memorized corporate language.

Phrases 1–10

1. Thank you for the opportunity to introduce myself.
2. Let me briefly walk you through my background.
3. I am currently focused on developing my skills in...
4. My background is mainly in...
5. I became interested in this field because...
6. One area I have been consistently working on is...
7. My most relevant experience for this role is...
8. A project that best represents my skills is...
9. I would describe my working style as...
10. I am particularly interested in this position because...

Phrases 11–20

11. In that role, my main responsibility was...
12. I was responsible for...
13. I worked closely with...
14. One example of this was...
15. The situation required me to...
16. My contribution was...
17. The approach I took was...
18. The result was...
19. The main lesson I learned was...
20. If I faced a similar situation again, I would...

Phrases 21–30

21. One of my strongest skills is...
22. I am comfortable working with...
23. I am particularly good at...
24. A strength I can demonstrate with an example is...
25. I tend to be organized when...
26. I communicate clearly by...

- 27. I enjoy solving problems by...
- 28. I learn new tools by...
- 29. I work well independently, but I also value teamwork.
- 30. I am strongest when I can combine...

Phrases 31–40

- 31. One area I am actively improving is...
- 32. Earlier, I found it challenging to..., so I started...
- 33. I have learned to manage this by...
- 34. I welcome constructive feedback because...
- 35. I am currently improving my knowledge of...
- 36. I do not have direct experience with that yet, but I am learning...
- 37. I would approach that gap by...
- 38. A recent learning experience was...
- 39. I track my progress by...
- 40. My goal is to become more confident in...

Phrases 41–50

- 41. The situation was...
- 42. My task was...
- 43. The action I took was...
- 44. The reason I chose that approach was...
- 45. The result was...
- 46. The biggest challenge was...
- 47. I handled the disagreement by...
- 48. I first clarified the requirements.
- 49. I asked for feedback before moving forward.
- 50. The experience taught me the importance of...

Phrases 51–60

- 51. Could you please clarify the question?
- 52. May I take a moment to think about that?
- 53. I would approach that in two steps.
- 54. I have not faced that exact situation, but I would...
- 55. Based on my experience, I would...
- 56. The information I have suggests...
- 57. I would first confirm the requirements.

- 58. I would consider the risks before deciding.
- 59. I would ask the relevant team members for input.
- 60. I would measure the outcome by...

Phrases 61–70

- 61. I am interested in this role because...
- 62. The responsibilities that interest me most are...
- 63. I believe my background aligns with the role because...
- 64. I would like to contribute by...
- 65. I am interested in learning more about...
- 66. The company's work in this area interests me because...
- 67. I would like to grow in...
- 68. I believe this role would allow me to develop...
- 69. I am comfortable learning new systems and processes.
- 70. I would be excited to contribute to the team.

Phrases 71–80

- 71. Could you tell me about the team structure?
- 72. What would success look like in the first few months?
- 73. What are the main priorities for this role?
- 74. What skills are most important for the position?
- 75. How is performance usually evaluated?
- 76. What does a typical week look like?
- 77. What are the biggest challenges for the person in this role?
- 78. How does the team collaborate?
- 79. What learning opportunities are available?
- 80. What are the next steps in the process?

Phrases 81–90

- 81. Thank you for explaining that.
- 82. I appreciate the opportunity to discuss the role.
- 83. This conversation has increased my interest in the position.
- 84. I would be happy to provide any additional information.
- 85. Please let me know if you need anything else from me.
- 86. Thank you for your time today.
- 87. I look forward to hearing from you.
- 88. I appreciate your consideration.

89. It was great speaking with you.

90. Thank you again for the opportunity.

Phrases 91–100

91. One practical example is...

92. The priority would be...

93. I would keep the customer or user in mind.

94. I would document the process clearly.

95. I would communicate the issue early.

96. I would focus on the most important requirement first.

97. I would confirm the expected outcome.

98. I would review the result and improve the process.

99. I am comfortable asking questions when requirements are unclear.

100. I would make sure the final result meets the agreed requirements.