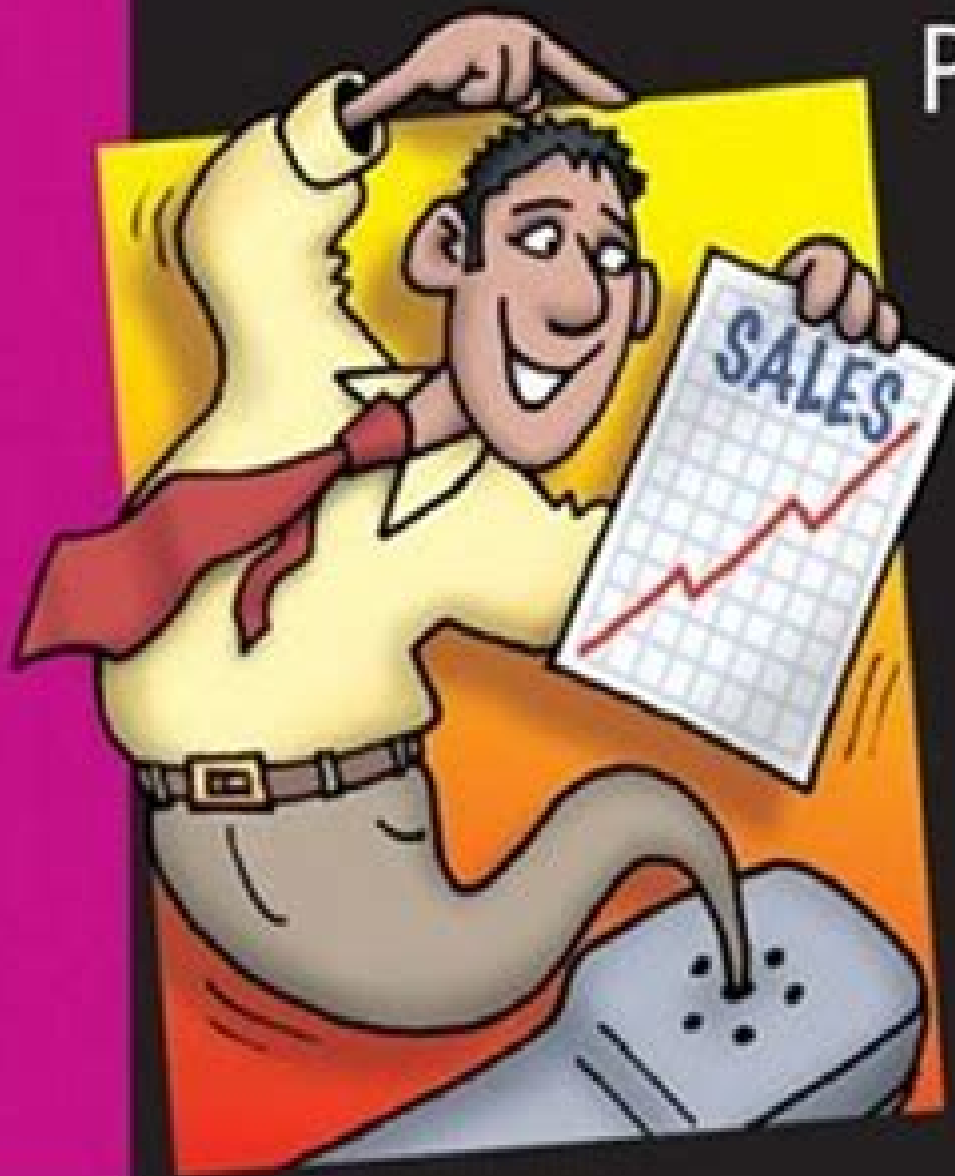


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skills for conducting an interview questioning techniques listening skills and interpretation of body language Types of question are explored with ways in which to use them as well as questions to avoid asking while a helpful example interview shows the techniques in action Later chapters cover preparing for and conducting the interview including looking at job descriptions and specifications preparing evidence questions and evaluation of candidates

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