

---

**“GROUP DISCUSSION AND JOB INTERVIEW TECHNIQUES FOR MECHANICAL ENGINEERS”**

<sup>1</sup>NEELAM M. MATEY

Assistant Professor, Dept of Humanities, Priyadarshini Bhagwati College of Engineering, Nagpur, India  
neelammatey@gmail.com

<sup>2</sup>M. S. MATEY

Assistant Professor, Department of Mechanical Engg, Priyadarshini College of Engineering, Nagpur, India  
msmateyonline@gmail.com

**ABSTRACT:** *As we are social animals, we try to solve our problems by discussing it with our close people. This discussion helps in bringing different solutions and ways to deal with the problem. This is the main purpose of a group discussion; to judge the communication capabilities of a candidate. Many companies nowadays are conducting group discussion as the first criteria for screening the candidates for face-to-face interviews. A number of companies are also going for group discussions for campus placements also. Interview, as we all know, is the most important part in getting a job. Interview can be defined as a conversation where questions are asked and answers are given.*

**Keywords:** *Group Discussion, Interview, Behavior, Thoughts etc.*

## **1. INTRODUCTION**

Interview and GD has been a very important process for getting a job. Communication and GD skill are the two important things for the people who are looking for a job. A mechanical engineer is required to communicate with different people like team members, managers and others. So, communication skill is very important for a mechanical engineer and that is tested through a GD process. Those who clears GD are invited for the job interviews which is mostly face to face interview. Here, the candidates capabilities are tested for recruitment and future promotions. In an interview process, lots of information is collected from the candidate in the form of ideas, beliefs, views and opinions. It is a best way to access a person's intelligence.

## **2. DISCUSSION**

In this paper, we will be discussing about the GD and the interview process. First of all, let's understand the meaning of the term group discussion. The dictionary meaning of this term is 'to talk about a subject in detail'. And that's what the process really means 'to talk in detail' but on the given subject. If you are in a group discussion, that means you have cleared the earlier evaluating processes. Now, the first and the very important thing to understand is that; a group discussion is also a process of mass elimination. Many of the candidates are eliminated in this process. This is precisely the main purpose of the group discussion. It may also be described as a communicative situation that is designed to allow its participants to express views and opinions and share them with other participants. It is a systematic way of expressing and exchanging your views, ideas and opinions on a given topic, situation or a problem with the other group members. There are few important things that are observed in a GD and they are the gestures and your view and also your voice. Here, the group members are needed to listen to each other for a fruitful and healthy discussion. You are also needed to make

the effective use of gestures, persuasive style and a clear and polite language. You are not at all needed to be aggressive in any sense; not in your language or in your gestures. In the beginning, the group is given a topic for discussion, that could be a problem or a case study for which the group has to find solution through their discussions. The group has to follow the proper procedure and the structure which is designed for the discussion. Each of the participants gets an opportunity to express his/her views and also to give opinions on the views expressed by other members of the group. Here, you are not only talking to a person but you are talking to a group. And when there are more people, then there are more differences of opinions. There will be other candidates whose opinion will differ from yours. But remember that you are a part of group discussion and not a debate because a debate is competitive in nature and a group discussion is co-operative in nature. In a GD every group member has to develop a goal oriented or group oriented interaction. All the candidates need to be aware of needs of other group members and also the overall objectives of the discussion. In a group discussion there are four major things that are evaluated:

### **a. Language and clarity of thoughts**

A participant should have a command over the language and also, apt words should be used. You should be precise and polite.

### **b. Subject knowledge**

A participant must have a proper understanding of the topic before speaking. You must have the knowledge of all the current events. Because, the more knowledge you have of a subject the more confidently you speak.

**c. Listening skills**

Most of us loves to talk, but we must not forget that listening is also a very important part of communication skills. You must enthusiastically listen to the opinions of the other participants also for a proper exchange of ideas.

**d. Team Behaviour**

The way you behave with your group, will be the way you will be behaving with your colleagues in the future. So you must be patient and balanced and also you must support the weaker participants of your group to show the social skills.

Job Interviews: There may generally be different kinds of interviews like video conferencing and telephonic but Interviews usually take place face to face and in person. An interview is a conversation where questions are asked and answers are given. It is also a one-on-one conversation where one person, the interviewer asks questions and the other person, the interviewee answers. Taking information from the candidate is the primary purpose of an interview. In this process, the candidates are asked a number of questions to acquire more information. The interviewer must put the candidate at ease first. The questions could be open ended and close ended. Open ended questions are asked to take more complete answers, like Tell us something about yourself. What are your interests besides studies? Which courses were the most useful in your graduation program? Which courses did you like the best? Why? Whereas close ended questions do not give scope for answers like, How many courses did you attend in the college? How many students graduated in your class? What was your major subject at graduation?

The candidate must be properly dressed. On the day of the interview, allow plenty of time to get there without rushing or being stressed by delays. Take everything you might need such as notebooks, pens and a copy of your CV. Show confidence and maintain eye contact as far as possible. Also, focus on what they are saying. Then end your interview with a positive note and a smile.

**3. CONCLUSION**

A participant must remember that a group discussion is also a process of mass elimination. Many of the candidates are eliminated in this process. This is precisely the main purpose of the group discussion. Whereas, interview is a conversation where questions are asked and answers are given. It is also a one-on-one conversation where one person, the interviewer asks questions and the other person, the interviewee answers. Both the processes have their importance. Key to success is to be confident. And confidence comes with knowledge. So update yourself with all the current knowledge and information's.

**4. REFERENCES**

- [1] [www.sastra.com](http://www.sastra.com)
- [2] Communication Skills by Pushpa lata and Sanjay Kumar.
- [3] Interview Techniques- Wikieducator
- [4] Group Discussion- Wikieducator
- [5] Interview – Wikipedia.