

Employability – Voicemails

Objective:

Identify which voicemail greetings are appropriate for someone searching for a job opportunity.

Audience:

This learning activity is part of a week-long career orientation offered by a career center to young college students (ages 16 and older).

Click on each person to check the voicemail greetings and decide whether they are appropriate or inappropriate.

Voicemail Greeting 1:

Hello, you reached Hannah. Sorry I can't get to the phone right now. Please leave your name and a message. I'll get back to you as soon as I can. Have a nice day!



Voicemail Greeting 2:

Uh... Hi! This is Brian... Uh... I'm probably busy doing something. So, yeah... You know what to do.



Voicemail Greeting 3:

Hello. You have reached, Juan Gomez. I apologize for the inconvenience. Please leave your name, number, and a message, I will return your call as soon as possible.



Voicemail Greeting 3:

Hello? Hello... Hello! I'm sorry. You're going to have to speak up. I can't hear you... That's because I'm not home. Leave a message.



