

INTERVIEW QUESTIONS – Part 1

1. How would you define a reliable employee?
2. What type of work culture do you excel/thrive in?
3. How do you define success? Give me an example.
4. Describe a time that you had to make a difficult decision? What makes a decision tough for you?
5. Is there ever a situation where not telling the truth is an appropriate response? Explain.
6. Describe a situation when working with others produced more successful results than if you had completed the project on your own.
7. Recount a time when you worked with a colleague who was not doing their share of the work. How did you handle it?
8. What do you do to keep yourself current/up-to-date on developments that impact your field?
9. This position requires a great deal of people contact and communication. Specifically, what do you think are the interpersonal skills required for effective performance?
10. What are your strengths when interacting with people on the job? What could you do to make your interaction better?
11. How difficult is it for you to express your thoughts and ideas to others? What techniques do you use to make yourself clear and to ensure your audience has understood?
12. Tell me about a time when circumstances for a project changed at the last minute and you were asked to work outside of normal hours. What did you do?
13. What would you do if you were unable to meet a deadline?
14. Think of a situation you've been in that required an ability to think on your feet. What was the situation and how did you respond?
15. We should all learn from our mistakes. Describe what you learned from a mistake you have made, either work related or personal.
16. Tell me about a time you knew you were right but had to follow directions. What were the results/repercussions of that situation?
17. What would you do if your boss were to override a major decision you have made?
18. Tell me about a time when you had to get someone else to see things your way.
19. What do you do for fun?
20. How would those who know you describe you?
21. What are the top 3 factors you attribute to your success?
22. Why did you apply for this position?
23. Describe the type of management style you prefer from your supervisor?
24. Describe some of the things that motivate you at work and make a job fulfilling.
25. How will this position help you achieve your career goals?