

Common Interview Questions

Tell Me about Yourself

- M* What are three of your greatest strengths?
- M* What are three of your greatest weaknesses?
- M* Share what you perceive is one of your weaknesses and how that impacted your previous experiences
- M* How do you plan and organize your day?
- M* Describe your personality.
- M* What was your most difficult decision in the last 6 months? What made it difficult?
- M* Tell me what you consider to be your biggest accomplishment.
- M* Describe a time when you had difficult goals to reach. What results did you achieve?
- M* Describe the most significant written document, report or presentation you had to complete.
- M* What separates you from your competition?
- M* What skills do you think are critical to being successful in this role?
- M* Do you have any special skills/talents/qualities that make you unique?
- M* What kinds of people do you like working with? Why?
- M* What do you really enjoy doing?
- M* What does “a good work ethic” mean to you?
- M* If you could be any type of breakfast cereal, what would you be and why?
- M* What community or extracurricular activities are you involved in? Why did you select those activities? What do you enjoy most about them? What do you not enjoy about them?
- M* What are your educational plans? Why?
- M* Where do you see yourself professionally, in 5 years?
- M* What do you do when you are balancing your checkbook and it is off by \$.01?
- M* What do you think “outstanding customer service” means? Do you feel comfortable providing this level of service?

Good Questions to Ask

- M* What qualities do you look for in your ideal candidate?
- M* Are there opportunities for growth and development at your company?
- M* What is your timeline for hiring for this position?
- M* What type of training and support is offered?

Questions to Never Ask

- M* How much will I make?
- M* Will I have to work weekends/evenings?



Common Interview Questions

Co-workers, Conflict, and Competition

- /n Tell me about the most difficult person you ever had to work with and how you were able to work successfully with this person.
- /n What can you bring to our company that the other 100 applicants can't?
- /n If I were to ask your teachers, former employers, friends, and/or coworkers to describe you, what would they say?
- /n Tell me about a time you took a risk. What was the outcome?
- /n Think of a time you couldn't accomplish all that you needed to. What was the situation, what actions did you take, and what was the result?
- /n Why should I hire you?
- /n Think of a time you had a conflict with a co-worker. What was the situation, what actions did you take, and what was the result?
- /n Describe to me a mistake you have made at your last job. Explain what actions you took to correct the mistake.
- /n What do you know about our company? Why did you apply here?
- /n If your current employer was going to lay off 10% of their workers, why would they keep you?

Supervisors and Bosses

- /n What do you think is an important characteristic of a supervisor?
- /n Tell us about the best supervisor you've ever had and why.
- /n Using only three words, how would your supervisor describe you?
- /n What do you think your *previous employer* would say is your best skill/trait/attribute?
- /n What do you think your *previous employer* would say is your worst skill/trait/attribute?
- /n Think about your most recent job. What did you like best about it? Least about it?
- /n What skills do you think are critical to being successful in this role?

