

## Interview questions

From <http://www.geocities.com/Eureka/Office/2655/interv.html>

From <http://www.job-interview-questions.com/>

- What are your strengths?
- What are your weaknesses? (What you say here can and *will* be used against you!)
- How would your current (or last) boss describe you?\*
- What were your boss's responsibilities? (Interviewers sometimes ask this question to prevent you from having the chance to claim that you did your boss's job. Be ready for it!)
- What's your opinion of them? (*Never* criticize your past or present boss in an interview. It just makes *you* look bad!)
- How would your co-workers or subordinates describe you professionally?\* (Remember, now is *not* the time for modesty! *Brag* a little bit.)
- Why do you want to work for us?
- Why do you want to leave your present employer?
- Why should we hire you over the other finalists?
- What qualities or talents would you bring to the job?\*
- Tell me about your accomplishments.
- What is your most important contribution to your last (or current) employer?
- How do you perform under deadline pressure? Give me an example.
- How do you react to criticism? (You try to learn from it, of course!)
- Describe a conflict or disagreement at work in which you were involved. How was it resolved?
- What are two of the biggest problems you've encountered at your job and how did you overcome them?
- Think of a major crisis you've faced at work and explain how you handled it.
- Give me an example of a risk that you took at your job (past or present) and how it turned out.
- What's your managerial style like?
- Have you ever hired employees; and, if so, have they lived up to your expectations?
- What type of performance problems have you encountered in people who report to you, and how did you motivate them to improve?
- Describe a typical day at your present (or last) job.
- What are the last three books you've read?
- What do you see yourself doing five years from now?
- How would you react if I told you that your interview, so far, was terrible?
- What is the worst thing you have heard about our company?"
- I'm still not really sure if you are suitable for this job. What do you think?
- Would you be willing to take a lie detector test?
- What would you like to see inscribed on your headstone?
- What career or business would you consider if you were starting all over again?
- What would you do if it were your last day on earth?
- How would you rate me as an interviewer?
- If you could be anyone, who would you like to be?
- Name three books you've read in the past year?
- Can you name three of your biases?
- How often do you lose your temper?
- Wouldn't you be better off in another company?
- Describe the perfect job?
- Name five things that motivate you?
- What would you like to be remembered for?
- Tell me a story?
- How would a friend describe you?
- What is the most foolish thing you have ever done?
- What is the most boring job you ever had?
- What have been the biggest frustrations in your career?
- What have been the biggest failures in your career?
- Describe the best company you ever worked for?
- Sell me this book?
- Do you consider yourself to be a smart person?
- What is your favorite TV program?
- What are you doing to improve yourself?

[http://www.quintcareers.com/interview\\_question\\_database/interview\\_questions.html](http://www.quintcareers.com/interview_question_database/interview_questions.html)

- How would you describe yourself?
- What specific goals, including those related to your occupation, have you established for your life?
- How has your college experience prepared you for a business career?
- Please describe the ideal job for you following graduation.
- What influenced you to choose this career?

- At what point did you choose this career?
- What specific goals have you established for your career?
- What will it take to attain your goals, and what steps have you taken toward attaining them?
- What do you think it takes to be successful in this career?
- How do you determine or evaluate success? Give me an example of one of your successful accomplishments.
- Do you have the qualifications and personal characteristics necessary for success in your chosen career?
- What has been your most rewarding accomplishment?
- If you could do so, how would you plan your college career differently?
- Are you more energized by working with data or by collaborating with other individuals?
- How would you describe yourself in terms of your ability to work as a member of a team?
- What motivates you to put forth your greatest effort?
- Given the investment our company will make in hiring and training you, can you give us a reason to hire you?
- Would you describe yourself as goal-driven?
- Describe what you've accomplished toward reaching a recent goal for yourself.
- What short-term goals and objectives have you established for yourself?
- Can you describe your long-range goals and objectives?
- What do you expect to be doing in five years?
- What do you see yourself doing in ten years?
- How would you evaluate your ability to deal with conflict?
- Have you ever had difficulty with a supervisor or instructor? How did you resolve the conflict?
- Tell me about a major problem you recently handled. Were you successful in resolving it?
- Would you say that you can easily deal with high-pressure situations?
- What quality or attribute do you feel will most contribute to your career success?
- What personal weakness has caused you the greatest difficulty in school or on the job?
- What were your reasons for selecting your college or university?
- If you could change or improve anything about your college, what would it be?
- How will the academic program and coursework you've taken benefit your career?
- Which college classes or subjects did you like best? Why?
- Are you the type of student for whom conducting independent research has been a positive experience?
- Describe the type of professor that has created the most beneficial learning experience for you.
- Do you think that your grades are a indication of your academic achievement?
- What plans do you have for continued study? An advanced degree?
- Before you can make a productive contribution to the company, what degree of training do you feel you will require?
- Describe the characteristics of a successful manager.
- Why did you decide to seek a position in this field?
- Tell me what you know about our company.
- Why did you decide to seek a position in this company?
- Do you have a geographic preference?
- Why do you think you might like to live in the community in which our company is located?
- Would it be a problem for you to relocate?
- To what extent would you be willing to travel for the job?
- Which is more important to you, the job itself or your salary?
- What level of compensation would it take to make you happy?
- Tell me about the salary range you're seeking.
- Describe a situation in which you were able to use persuasion to successfully convince someone to see things your way?
- Describe an instance when you had to think on your feet to extricate yourself from a difficult situation.
- Give me a specific example of a time when you used good judgment and logic in solving a problem.
- By providing examples, convince me that you can adapt to a wide variety of people, situations and environments.
- Describe a time when you were faced with problems or stresses that tested your coping skills.
- Give an example of a time in which you had to be relatively quick in coming to a decision.
- Describe a time when you had to use your written communication skills to get an important point across.
- Give me a specific occasion in which you conformed to a policy with which you did not agree.
- Give me an example of an important goal which you had set in the past and tell me about your success in reaching it.
- Describe the most significant or creative presentation that you have had to complete.
- Tell me about a time when you had to go above and beyond the call of duty in order to get a job done.
- Give me an example of a time when you were able to successfully communicate with another person even when that individual may not have personally liked you (or vice versa).
- Sometimes it's easy to get in "over your head." Describe a situation where you had to request help or assistance on a project or assignment.
- Give an example of how you applied knowledge from previous coursework to a project in another class.
- Describe a situation where others you were working with on a project disagreed with your ideas. What did you do?
- Describe a situation in which you found that your results were not up to your professor's or supervisor's expectations. What happened? What action did you take?
- Tell of a time when you worked with a colleague who was not completing his or her share of the work. Who,

if anyone, did you tell or talk to about it? Did the manager take any steps to correct your colleague? Did you agree or disagree with the manager's actions?

- Describe a situation in which you had to arrive at a compromise or guide others to a compromise.
- What steps do you follow to study a problem before making a decision.
- We can sometimes identify a small problem and fix it before it becomes a major problem. Give an example(s) of how you have done this.
- In a supervisory or group leader role, have you ever had to discipline or counsel an employee or group member? What was the nature of the discipline? What steps did you take? How did that make you feel? How did you prepare yourself?
- Recall a time from your work experience when your manager or supervisor was unavailable and a problem arose. What was the nature of the problem? How did you handle that situation? How did that make you feel?
- Recall a time when you were assigned what you considered to be a complex project. Specifically, what steps did you take to prepare for and finish the project? Were you happy with the outcome? What one step would you have done differently if given the chance?
- What was the most complex assignment you have had? What was your role?
- How was your transition from high school to college? Did you face any particular problems?
- Tell of some situations in which you have had to adjust quickly to changes over which you had no control. What was the impact of the change on you?
- Compare and contrast the times when you did work which was above the standard with times your work was below the standard.
- Describe some times when you were not very satisfied or pleased with your performance. What did you do about it?
- What are your standards of success in school? What have you done to meet these standards?
- How have you differed from your professors in evaluating your performance? How did you handle the situation?
- Give examples of your experiences at school or in a job that were satisfying. Give examples of your experiences that were dissatisfying.
- What kind of supervisor do you work best for? Provide examples.
- Describe some projects or ideas (not necessarily your own) that were implemented, or carried out successfully primarily because of your efforts.
- Describe a situation that required a number of things to be done at the same time. How did you handle it? What was the result?
- Have you found any ways to make school or a job easier or more rewarding or to make yourself more effective?
- How do you determine priorities in scheduling your time? Give examples.

- Tell of a time when your active listening skills really paid off for you - maybe a time when other people missed the key idea being expressed.
- What has been your experience in giving presentations? What has been your most successful experience in speech making?
- Tell of the most difficult customer service experience that you have ever had to handle -- perhaps an angry or irate customer. Be specific and tell what you did and what was the outcome.
- Give an example of when you had to work with someone who was difficult to get along with. Why was this person difficult? How did you handle that person?
- Describe a situation where you found yourself dealing with someone who didn't like you. How did you handle it?
- Give me a specific example of something you did that helped build enthusiasm in others.
- Tell me about a difficult situation when it was desirable for you to keep a positive attitude. What did you do?
- Give me an example of a time you had to make an important decision. How did you make the decision? How does it affect you today?
- Give me an example of a time you had to persuade other people to take action. Were you successful?
- Tell me about a time when you had to deal with a difficult person. How did you handle the situation?
- Tell me about a time you had to handle multiple responsibilities. How did you organize the work you needed to do?
- Tell me about a time when you had to make a decision, but didn't have all the information you needed.
- What suggestions do you have for our organization?
- What is the most significant contribution you made to the company during a past job or internship?
- What is the biggest mistake you've made?
- Describe a situation in which you had to use reference materials to write a research paper. What was the topic? What journals did you read?
- Give me a specific example of a time when a co-worker or classmate criticized your work in front of others. How did you respond? How has that event shaped the way you communicate with others?
- Give me a specific example of a time when you sold your supervisor or professor on an idea or concept. How did you proceed? What was the result?
- Describe the system you use for keeping track of multiple projects. How do you track your progress so that you can meet deadlines? How do you stay focused?
- Tell me about a time when you came up with an innovative solution to a challenge your company/class/organization was facing. What was the challenge? What role did others play?
- Describe a specific problem you solved for your employer or professor. How did you approach the problem? What role did others play? What was the outcome?

- Describe a time when you got co-workers or classmates who dislike each other to work together. How did you accomplish this? What was the outcome?
- Tell me about a time when you failed to meet a deadline. What things did you fail to do? What were the repercussions? What did you learn?
- Describe a time when you put your needs aside to help a co-worker or classmate understand a task. How did you assist him or her? What was the result?

From <http://www.job-interview-questions.com/list.htm>

- Why do you want to work here?
- What type of experience do you have for the job?
- Why do you think you are successful in your career?
- You are applying for the position of----- . What, in your opinion are the broad responsibilities of such a position?
- What did you dislike about your last job?
- What is the least relevant job you have had?
- What have you learned from the jobs you have held?
- Are you willing to go where the company sends you?
- Have you already done the best work you are capable of?
- How long will you stay with the company?
- What would you like to be doing five years from here?
- What are your qualifications?
- How long would it take you to make a contribution to our company?
- What are your biggest accomplishments?
- Tell me how you have progressed through your career?
- What is your greatest strength?
- What are your outstanding qualities.?
- Do you like working under pressure?
- Why should I hire you ?
- What can you do for us that someone else cannot do?
- What aspects of the job interest you most?
- What are you looking for in our company?
- What will your references say about you?
- Can we check your references?
- What was the last book you read or the last movie you saw and how did it affect you?
- How long have you been looking for another job?
- Have you ever been fired and why?
- Were you ever let go from your job and felt that the reason was unjustified?
- How do you handle pressure?
- Can you tell me in what way has your previous job prepared you to take on greater responsibility?
- How do you think this job will compare with others you have applied for?
- Do you like taking orders.?
- Can you tell me about a time where your work or one of your ideas was badly criticized?
- Tell me about yourself.
- How do you get along with other people?
- How would you rate yourself on a scale of one-to-ten?
- Can you tell me what things really bother you?
- Would you like to have your boss's job?
- What did you think of your last boss?
- You say you have determination and initiative. What have you done that shows this?
- Just going back to your boss - do you feel she could have done a better job?
- Your boss obviously helped you a lot but what are some of the things that your boss did that you disliked?
- What personal characteristics do you think are necessary for success in your life?
- If you had a choice would you prefer to work alone or as part of a team?
- Would you clearly voice your opinion if you disagreed with the views of your boss or superior?
- How would you deal with, say, a supervisor who was unfair and difficult to work under?
- Would you consider yourself a born leader?
- Do you feel you are much better at your job than your co-workers?
- When do you expect a promotion?
- What have you learned from your other jobs?
- You said earlier that you were still working for 'X' company. How have you managed to attend this interview while still employed?
- As we still have some time left, could you tell us a story?
- Looking back, what have you done that was, shall we say, stupid?
- When you started your last job and met your colleagues for the first time, how did you feel? How did you get on with them?
- You must have experienced some disappointments in your life. How do you feel you have benefited from them or have you ?
- What kind of salary would you require to accept this position ?
- What kind of salary do you think you are worth?
- What kind of salary do you believe you will be earning in, say five years?
- Why aren't you earning more at your age?
- What aspect of this job interests you the least?
- To change track a bit, could I ask you, how do you rate me as an interviewer?
- Although your CV is quite impressive, what would you say is your greatest weakness?
- You are aware of the product/service our company provides. Imagine I am a customer . Sell our services to me now.
- What is the worst thing you have heard about our firm?
- How would you react if I told you that your interview, so far, was terrible.
- I'm still not really sure if you are suitable for this job. What do you think?
- Do you have any questions?