

# General Interview Questions

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## Behavior Based Questions

Describe a situation in which you were able to use persuasion to successfully convince someone to see things your way.

Describe a time when you were faced with a stressful situation that demonstrated your coping skills.

Give me a specific example of a time when you used good judgment and logic in solving a problem.

Give me an example of a time when you set a goal and were able to meet or achieve it.

Tell me about a time when you had to use your presentation skills to influence someone's opinion.

Give me a specific example of a time when you had to conform to a policy with which you did not agree.

Please discuss an important written document you were required 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.

Tell me about a time when you had too many things to do and you were required to prioritize your tasks.

Give me an example of a time when you had to make a split second decision.

What is your typical way of dealing with conflict? Give me an example.

Tell me about a time you were able to successfully deal with another person even when that individual may not have personally liked you (or vice versa).

Tell me about a difficult decision you've made in the last year.

Give me an example of a time when something you tried to accomplish and failed.

Give me an example of when you showed initiative and took the lead.

Tell me about a recent situation in which you had to deal with a very upset customer or coworker.

Give me an example of a time when you motivated others.

Tell me about a time when you delegated a project effectively.

Give me an example of a time when you used your fact-finding skills to solve a problem.

Tell me about a time when you missed an obvious solution to a problem.

Describe a time when you anticipated potential problems and developed preventive measures.

Tell me about a time when you were forced to make an unpopular decision.

Please tell me about a time you had to fire a friend.

Describe a time when you set your sights too high (or too low)

## General Interview Questions

Tell me about yourself

Why did you leave your last job?

What experience do you have in the field?

Do you consider yourself successful?

What do you know about this organization?

What have you done over the last year to keep current, up to date or improve your knowledge?

Are you applying to or working at other jobs?

Why do you want to work for us?

Do you know anyone who works for us?

What kind of salary are you looking for/what kind of salary do you need?

Are you a team player?

How long do you see yourself working for us?

What is your philosophy towards work?

Have you ever been asked to leave a position? Why?

How would you be an asset to this organization?

What is your greatest strength?

Why should we hire you?

What irritates you about co-workers?

Tell me about your dream job/what are you looking for in a job?

What is more important to you, the work or the money?

What would a previous supervisor say is your greatest strength is?

Tell me about a problem you had with a supervisor

What has disappointed you about a job?

Tell me about your ability to work under pressure.

Do your skills match this job or another job more closely?

What motivates you to do your best on the job?

Are you willing to work overtime? Nights? Weekends?

How would you know you were successful on this job?

Would you be willing to relocate if required?

Are you willing to put the interests of the organization ahead of your own?

Describe your management style.

What have you learned from mistakes on the job?

Do you have any blind spots?

If you were hiring a person for this job, what would you look for?

Do you think you are overqualified for this position?

How do you propose to compensate for your lack of experience?

What qualities do you look for in a boss?

Tell me about a time when you helped resolve a dispute between others.

What position do you prefer on a team working on a project?

Describe your work ethic.

What has been your biggest professional disappointment?

Tell me about the most fun you have had on the job.

Do you have any questions for me?