

# COMMON INTERVIEW QUESTIONS

Tell me about yourself. *(Give a brief review of your resume highlights: Experience & Education.)*

Talk me through your employment history. What were your responsibilities and why did you leave each position to move on? What was your most important accomplishment at each position?

What do you see yourself doing in 5-10 years? *(Be as specific as possible.)*

What are your long term goals and how do you plan to achieve them? *(Relate your goals to the company.)*

What is your most significant accomplishment in life so far?

What are your strengths and weaknesses? *(List 3-4 strengths with examples and only one weakness.)*

How would you define success?

What have you done to overcome major obstacles in your life?

What person has the most influence on you and why?

How do you work under pressure?

What motivates you? What frustrates you?

**Company Questions** *(Research the company, including their mission, values, accomplishments. Use this research in answering questions about the company and why you want to work with them. )*

What do you know about this industry and its trends?

What do you know about our company? This particular position?

Why do you think you would like to work for our company? *(Mention why the company fits with your search)*

Why do you think we should hire you for this job? *(Play up your personal strengths and skills)*

What area of this job would you find most difficult? Which area would you enjoy the most?

How long will it take for you to make a significant contribution to our company? *(Be realistic.)*

What are you looking forward to learning your first year on the job?

What are your salary expectations? *(Find out what is typical for your major and give them a range.)*

## **Career Related Questions**

Why did you choose this particular industry?

What do you look for in a company as you begin your career search?

How has college prepared you for this job? *(Talk about deadlines, working as a team, education, etc.)*

Describe your ideal job.

What two or three things are most important to you in your job? *(Do not mention benefits.)*

How would you describe your management style? *(i.e. Task-oriented, results oriented, participative)*

What makes a good supervisor? What is the most difficult part of being a manager?

## **Situational Questions**

*To answer situational questions, use specific, detailed examples from all areas of your life. Make sure that you fully answer the question; however, don't ramble on. Answer the question and move on.*

*When coming up with examples, first try to pull from your work experience, then organizational involvement, then school projects. Only use examples from high school if you can think of **nothing** else.*

*Make sure to use the STAR method in answering these questions:*

**S** – Situation  
**T** – Task/Challenge  
**A** – Action  
**R** – Result

### **Leadership:**

- Give an example of a time you assumed a leadership role.
- Give me an example of how you demonstrate initiative.
- Describe a situation with an upset customer and how you handled it.
- How important is it for you to be the best – to excel beyond others?

### **Initiative:**

- What supervisory roles have you held? What skills did you learn?
- When you have more than one project due, how do you juggle them to ensure they are completed?
- Tell me about a project you've worked on that you were particularly proud of

### **Analytical:**

- Describe a situation where you developed a unique and resourceful solution to a difficult problem.
- On a scale of 1-10, how analytical are you? *(Be able to back up your answer with an example.)*
- Tell me about a time when you were faced with a tough ethical decision and how you dealt with it.

### **Teamwork:**

- What does the word “team” mean to you?
- What was the most challenging group you successfully worked with?
- Tell me about a time when you have gone above and beyond to be of assistance to someone.
- Would you rather be a part of a group or the leader of a group? Give an example of why.

### **Communication Skills:**

- Tell me about the hardest thing you've had to sell to a customer.
- Name a time when you adapted your communication style to deal with different people and situations.
- How do you deal with conflict?
- Describe a situation where you experienced ineffective communication. What would you do differently?

### **Capacity to Learn:**

- How do you deal with change?
- Describe a situation that you did not handle well and how you'd handle it differently now.
- Describe a situation in which you failed and how you handled failure.
- Describe a situation where your work was criticized and how you dealt with it.