

Interview Questions

Professional Communications

Basic interview questions:

- Tell me about yourself.
- What are your strengths?
- What are your weaknesses?
- Why do you want this job?
- Where would you like to be in your career five years from now?
- What's your ideal company?
- What attracted you to this company?
- Why should we hire you?
- What did you like least about your last job?
- When were you most satisfied in your job?
- What can you do for us that other candidates can't?
- What were the responsibilities of your last position?
- Why are you leaving your present job?
- What do you know about this industry?
- What do you know about our company?
- Are you willing to relocate?
- Do you have any questions for me?

Behavioral interview questions:

- What was the last project you led, and what was its outcome?
- Give me an example of a time that you felt you went above and beyond the call of duty at work.
- Can you describe a time when your work was criticized?
- Have you ever been on a team where someone was not pulling their own weight? How did you handle it?
- Tell me about a time when you had to give someone difficult feedback. How did you handle it?
- What is your greatest failure, and what did you learn from it?
- How do you handle working with people who annoy you?
- If I were your supervisor and asked you to do something that you disagreed with, what would you do?
- What was the most difficult period in your life, and how did you deal with it?
- Give me an example of a time you did something wrong. How did you handle it?
- Tell me about a time where you had to deal with conflict on the job.
- If you were at a business lunch and you ordered a rare steak and they brought it to you well done, what would you do?
- If you found out your company was doing something against the law, like fraud, what would you do?
- What assignment was too difficult for you, and how did you resolve the issue?
- What's the most difficult decision you've made in the last two years and how did you come to that decision?
- Describe how you would handle a situation if you were required to finish multiple tasks by the end of the day, and there was no conceivable way that you could finish them.

Salary questions:

- What salary are you seeking?
- What's your salary history?
- If I were to give you this salary you requested but let you write your job description for the next year, what would it say?

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Career development questions:

- What are you looking for in terms of career development?
- How do you want to improve yourself in the next year?
- What kind of goals would you have in mind if you got this job?
- If I were to ask your last supervisor to provide you additional training or exposure, what would she suggest?

Getting started questions:

- How would you go about establishing your credibility quickly with the team?
- How long will it take for you to make a significant contribution?
- What do you see yourself doing within the first 30 days of this job?
- If selected for this position, can you describe your strategy for the first 90 days?

More questions about you:

- How would you describe your work style?
- What would be your ideal working environment?
- What do you look for in terms of culture -- structured or entrepreneurial?
- Give examples of ideas you've had or implemented.
- What techniques and tools do you use to keep yourself organized?
- If you had to choose one, would you consider yourself a big-picture person or a detail-oriented person?
- Tell me about your proudest achievement.
- Who was your favorite manager and why?
- What do you think of your previous boss?
- Was there a person in your career who really made a difference?
- What kind of personality do you work best with and why?
- What are you most proud of?
- What do you like to do?
- What are your lifelong dreams?
- What do you ultimately want to become?
- What is your personal mission statement?
- What are three positive things your last boss would say about you?
- What negative thing would your last boss say about you?
- What three character traits would your friends use to describe you?
- What are three positive character traits you don't have?
- If you were interviewing someone for this position, what traits would you look for?
- List five words that describe your character.
- Who has impacted you most in your career and how?
- What is your greatest fear?
- What is your biggest regret and why?
- What's the most important thing you learned in school?
- Why did you choose your major?
- What will you miss about your present/last job?
- What is your greatest achievement outside of work?
- What are the qualities of a good leader? A bad leader?
- Do you think a leader should be feared or liked?
- How do you feel about taking no for an answer?
- How would you feel about working for someone who knows less than you?
- How do you think I rate as an interviewer?
- Tell me one thing about yourself you wouldn't want me to know.

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- Tell me the difference between good and exceptional.
- What kind of car do you drive?
- There's no right or wrong answer, but if you could be anywhere in the world right now, where would you be?
- What's the last book you read?
- What magazines do you subscribe to?
- What's the best movie you've seen in the last year?
- What would you do if you won the lottery?
- Who are your heroes?
- What do you like to do for fun?
- What do you do in your spare time?
- What is your favorite memory from childhood?

Brain teasers:

- How many times do a clock's hands overlap in a day?
- How would you weigh a plane without scales?
- Tell me 10 ways to use a pencil other than writing.
- Sell me this pencil.
- If you were an animal, which one would you want to be?
- Why is there fuzz on a tennis ball?
- If you could choose one superhero power, what would it be and why?
- If you could get rid of any one of the US states, which one would you get rid of and why?
- With your eyes closed, tell me step-by-step how to tie my shoes.