TRADITIONAL/GENERAL INTERVIEW QUESTIONS

- Tell me about yourself. (related to your interest and qualifications for the job)
- Tell me how you meet the qualifications for this position.
- How has your college experience prepared you for this job?
- What career related skills have you developed through your education and experience?
- Why are you interested in working for us? What do you know about us?
- What involvement have you had with campus or community organizations?
- How would this job fit into your short term and long range career goals?
- How do you believe you could make a contribution to this organization?
- Describe the two accomplishments that gave you the most satisfaction in college.
- What are your top five strengths? Provide examples of each.
- Name three of your weaknesses (or skills and qualities you need to improve).
- What motivates you to put forth your best effort? What frustrates you?
- How do you measure success? How do you handle disappointments?
- Are your grades an accurate reflection of your academic ability and knowledge?
- Do you plan to go to graduate school? If yes, for what degree and subject?
- What would be an ideal job for you? An ideal employer? An ideal supervisor?
- What do you think about the quality of education you received at your college?
- Describe the three most important events during your education and related experiences.
- Is there anything else you want to tell me? What questions do you have for me?
- Why should I hire you?
- What strengths did your last job supervisor commend you for?

BEHAVIORAL-BASED EXAMPLE QUESTIONS

- Describe a time when you volunteered or worked as a member of a team. Describe your role. What did you contribute to the team?
- Describe an accomplishment. What did you do to make that happen? Be specific.
- Tell me about a time you performed well in a stressful situation. What did you do?
- Tell me about a time when you were not (or you were) satisfied with your performance.
- Describe a problem you had in a work setting. How did you go about solving it?
- Describe a recent problem you attempted to solve using a systematic and logical process.
- Tell me about a weakness you used to have. What did you do to improve that skill?
- Tell me what you did in your most recent volunteer experience to be effective.
- Tell me about a time when you took the initiative and went beyond what was expected of you in order to complete a work project or class assignment.
- Describe a time you were faced with an ethical dilemma or had to make an ethical decision.
• Describe a popular decision you made. Describe an unpopular decision you had to make.
• Tell me about a time when you were in a new situation -- how did you develop professional relationships with others? Be specific.
• Have you ever been on a team/group with an unproductive person? How did you handle that?
• Tell me about a recent time when you found errors in your work. When did you discover the errors and how did you resolve them?
• Tell me about a time when you took the initiative and went beyond what was expected of you in order to complete a work project or college assignment.

SITUATIONAL INTERVIEW QUESTIONS

• You come into work and a co-worker is angry that he/she is the only member on the team pulling their weight. What would you say?
• How would you effectively develop relationships with your co-workers and supervisors? Be specific.
• You have been asked to mentor a new staff member. How would you prepare for this responsibility? How would you guide the new staff member?
• What would you do if you had knowledge of a fellow student cheating on an exam or assignment?
• You are a part of a team and a team member was not performing their role as expected. What would you do?
• How would you attempted to solve a problem using a systematic and logical process?
• A classmate and friend hands you a sheet of paper with upcoming exam question on it. What would you do?
• How would you go about suggesting an innovative idea for improving a process or procedure to your supervisor?
• You are in a customer service role and must help a wide range of people from diverse backgrounds. You are assisting with an individual is not a native speaker. The individual cannot understand you. What would you do?
• You should up to your first day and your supervisor is out sick. What would you do? How would you stay productive and work effectively?

TECHNICAL INTERVIEW QUESTIONS

• Engineering: What factors need to be considered when building a traffic signal system?
• Teaching: What is your experience with and knowledge of standards-based education?
• Nursing: What procedures would you follow for a patient with fall precautions?
• Marketing: What process would you use to develop a marketing strategy for our new product?
• Film and Television: Describe your experience working on production teams.
• Speech: What is your experience using standardized assessments with children?