

# Career Planning & Placement Center

## Example Interview Questions

### Screening

Screening interview questions ensure candidates meet minimum qualifications. They often cover your resume in more depth and the interview may be conducted over the phone.

- Name the companies, job titles, and dates of employment for your previous experiences.
- What were your responsibilities?
- Why are you seeking a job at this time?
- What are your salary or schedule expectations?
- What were your starting and final levels of compensation?
- Why do you want to work here?
- How did you hear about the position?
- What is your availability for a follow-up interview?

### Traditional

Traditional interview questions are often open ended and broad.

- Tell me about yourself.
- Why are you interested in this position?
- What is your greatest strength?
- What is your greatest weakness?
- What were your previous responsibilities?
- What do you know about our company?
- How do you handle pressure?
- How do you measure success?
- What are you passionate about?
- What are your goals for the future?
- What accomplishment are you most proud of?
- Why should I hire you?
- How do you handle deadlines and pressure?
- What do you expect from a supervisor?
- How would your previous boss describe you?
- Do you have any questions?

### Skills

Skills based interview questions allow employers to see you in action. They are popular for technical positions and may include some type of exercise or test.

- This job requires you to [Insert Skill]. Are you able to do that with or without reasonable accommodation?
- Demonstrate you [Insert Skill].
- This job requires fluency in [Language]. Are you fluent in this language?
- Do you have the required licenses to perform this job?
- Do you meet our state's minimum requirement for this work?

### Behavioral

Behavioral interview questions ask about your previous behavior to indicate your future performance. Questions focus on how you responded to situations.

- Give an example of a goal you reached and how you got there.
- Give an example of how you worked on team.
- Share an example of a time you motivated others.
- Describe a decision you made that was unpopular.
- Describe a time when you had to balance competing priorities.
- Tell me about a time you had difficult interaction with a client or customer.
- Tell us about a situation in which you had to adjust to changes over which you had no control.
- Describe a time when you made a suggestion to improve the work in your organization.
- What tools do you use to manage your time?
- Explain how you approach a challenge.
- How do you keep your manager informed?
- What do you do if you disagree with a co-worker?
- What sort of things have you done to improve your industry knowledge?
- Please describe two things you have done that demonstrate your ability to work hard.

