

## **Tough Questions to Respond to during an Interview**

1. Tell me a little about yourself
2. What do you know about this company?
3. Walk me through your job changes. Why did you leave each company?
4. Why have you changed jobs so frequently?
5. Why were you fired?
6. Have you ever been asked to resign?
7. Why does your resume have a gap? Or why were you out of work so long?
8. What aspects of your work do you consider most crucial?
9. How do you manage your work deadlines?
10. Describe how your job contributes to the overall goals of your department and company.
11. What is your greatest strength? Weakness?
12. What is your role as a team member?
13. What kinds of decisions are most difficult for you?
14. What bothers you most about your job?
15. Tell me about a time when things went wrong
16. How have you benefited from your disappointment or mistakes?
17. What are you looking for in your next job?
18. What do you spend most of your time on, and why?
19. What are your qualifications for this job?
20. What can you do for us that someone else cannot do?
21. How do you stay current?
22. What achievements are you most proud of?
23. Tell me about the most difficult project you've tackled?
24. Tell me about an important goal you set recently.
25. What have you done to become more effective in your job?
26. How do you rank among your peers?
27. How do you feel about your progress to date?
28. Is it ever necessary to go above and beyond the call of duty in terms of effort or time to get your job done?
29. Tell me about a time when an emergency cause you to reschedule your workload/projects.

30. How long will it take for you to make a contribution?
31. What is the most difficult situation you have faced?
32. What do you think determines progress in a good company?
33. What are some problems you encounter in doing your job, and what do you do about them?
34. In your last job, how did you plan to interview?
35. If I hired you today, what would you accomplish first?
36. What kind of decisions do you make in your work?
37. How do you handle rejection?
38. Tell me about a situation that frustrated you at work.
39. What interests you least about this job?
40. I'm not sure you're suitable for this job (too inexperienced).

### **Questions about Manageability and Team Spirit**

1. How do you take direction?
2. Would you like to have your boss's job?
3. What do you think of your current/last boss?
4. Describe a situation where your work or an idea of yours was criticized.
5. How do you get along with different kinds of people?
6. Rate yourself on a scale from one to ten.
7. What kind of things do you worry about?
8. What have you done that show initiative?
9. If you could make one constructive suggestion to management, what would it be?
10. Why do you feel you are a better \_\_\_\_\_ than some of your coworkers?
11. What are some of things that bother you? Or, What are your pet peeves? Or Tell me about the last time you felt anger on the job.
12. What are some of the things about which you or your supervisor disagreed?
13. In what areas do you feel your supervisor could have done a better job?
14. What are some of the things your supervisor did that you disliked?
15. How well do you feel your boss rated your performance?
16. How do I get the best of you/did your boss get the best out of you?
17. How interested are you in sports?

18. What personal characteristics are necessary for success in your field?
19. Do you prefer working with others or alone?
20. Explain your role as a group/team member.
21. How would you define a motivational work atmosphere?
22. Do you make your opinions known when you disagree with the views of your supervisor?
23. What would you say about a supervisor who was unfair or difficult to work with?
24. Do you consider yourself a natural leader or a born follower?
25. You have a doctor's appointment arranged for noon. You've waited two weeks to get in. An urgent meeting is scheduled at the last moment, though. What do you do?
26. How do you manage to interview while still employed?
27. How has your career motivations changed over the years?
28. How do you regroup when things haven't gone as planned?
29. Have you ever had to make an unpopular decision?
30. What would your coworkers tell me about your attention to detail?
31. What do you do when there is a decision to be made and no procedure exists?
32. When do you expect a promotion?
33. What have you learned from jobs you have held?
34. Define "cooperation"
35. What difficulties do you have tolerating people with backgrounds and interests different from yours?
36. In hindsight, what have you done that was a little hair brained?
37. You have been given a project that requires you to interact with different levels within the company. How do you do this? What levels are you most comfortable with?
38. Tell me about an event that really challenged you. How did you meet the challenge? In what way was your approach different from that of others?
39. Give me an example of a method of working you have used. How did you feel about it?
40. In working with new people, how do you go about getting an understanding of them?
41. What would your references say?

### **Behavioral Interview Questions**

1. Tell me about a project that you were trying to implement that wasn't going very well. How did you bring the project around and get it on the right path?
2. Tell me about a time when you lead a group of experts in developing an emergency plan of action to meet a specific need.
3. Describe a situation where your work or an idea of your was criticized. How do you handle rejection?

### **Odds and Ends**

1. You've read the job description. I have multiple talented people who have applied for this job. Why should I hire you?
2. What three historical figures would you invited to dinner and Why?
3. What did you make in your last job? What are your salary requirements for this job?
4. How do you think you could contribute to our organization over the next five years?
5. Why do you want to work for us?
6. What would you want in a job?
7. How do you get your best work done?
8. How do you like to be managed?
9. What are you looking for in a boss?
10. Tell me about one thing you would change about your last job?
11. What would someone who likes you the least say about you?
12. Tell me about a time when an old solution didn't work.
13. What is the biggest risk you've taken?
14. Have you ever had a supervisor challenge a decision you've made.
15. Describe a time when your team did not agree.

**What questions do you have for me?**