

Typical Questions Asked During Interviews

Take time to practice how you would answer some of the following questions that are commonly asked during interviews:

1. Why don't you take a few minutes and tell us about yourself.
Keep your answer to a few brief statements and don't get too personal – mention experience, skills, education, why you're applying for this job, etc.
2. What kind of position are you looking for?
3. What qualifications do you have? or Why should we hire you?
4. Why do you want to work for this company?
Almost all companies/organizations now have a website – research the company before you interview.
5. What are your short-term and long-term career goals?
6. What are your professional strengths? Weaknesses?
Focus on your work, not your character. Choose something that can be turned into a positive, keep your response brief, and say what you are doing to improve. Avoid personality/character flaws.
7. Why did you decide to become a _____?
8. What classes have you liked the best? Least?
9. How has your education (or work experience) prepared you for this job?
10. What did you like most about your previous jobs?
11. What are you most proud of? (education or work-related)
12. Why did you leave your last job?
Don't bad-mouth the job. Explain that you wanted more responsibility, a change, etc.
13. What kind of salary are you looking for?
Never mention salary in your first interview, but be prepared to answer with a salary range, in case they ask.
14. What would your references say about you? Peers/colleagues?
15. How do you deal with stress?
16. What are your hobbies and outside interests?
17. Why should we hire you instead of someone else?
18. Do you have any questions for us?
It's best to have a few questions to show that you've done your homework and to show interest in the position. Again, never discuss salary unless they bring it up.

Sample Questions to Ask the Interviewer

Towards the end of the interview, employers will usually give you the opportunity to ask questions. It is always good to do this to show that you've done your homework and to show interest in the position.

“Can you tell me a little more about the job duties?”

“What kind of orientation or training is provided?”

“What skills and experience are necessary for someone to succeed in this position?”

“Who would I be interacting with the most?”

“What are the most challenging aspects of this job?”

Behavioral Questions

Behavioral questions are designed to examine how you have responded to specific situations in the past as an indicator of how you may behave in the future. Think about how you have dealt with specific problems and how you demonstrate teamwork, integrity, decision-making skills, staying calm under pressure, etc. Take your time in formulating a response and then describe an overview of the situation, the action you took and the results. Questions might start with:

“Tell me about a time when...”

“Describe a situation where...”

“Provide an example of...”