Sample Interview Questions:

SELF-ASSESSMENT

1. Tell me about yourself.
2. How do you manage your time to meet deadlines? Have you ever had more to do than you could accomplish? How did you handle it?
3. What kinds of things do you feel most confident doing?
4. What things frustrate you the most? How do you usually cope with frustration?
5. In what area have you shown your greatest improvement in the last two years?

EDUCATION

6. What extracurricular activities were you active in? What made you choose them? Which of them did you enjoy the most? Why?
7. What skills did you develop through your university education? How will these help you in a job?
8. What was the most important thing you have learned at university?
9. If you were to start university again tomorrow, what courses would you select? Why?
10. What type of educational upgrading do you plan to undertake in the future?

EMPLOYMENT

11. What type of work do you feel you are best suited for? Why?
12. Describe a previous work experience you really enjoyed & explain what you liked about it.
13. Describe a previous work experience you really disliked and explain why you disliked it.
14. In past jobs, what achievements were recognized by your supervisor?
15. Can you recall a time when your work was criticized? Describe the situation and your response.
16. Describe your ideal work environment.
17. In previous work positions (part-time, volunteer or summer), did you initiate any new procedures, systems, programs, or activities?
BEHAVIOURAL

18. Can you give me an example of a time when your ability to focus and remain committed over an extended period of time helped you to achieve an important goal?

19. Describe a situation where you had to resolve a conflict at work/class/in extracurricular activities. What was the outcome? What did you learn from this situation?

20. Can you give an example of a time when, because of your active involvement in a group or association, you received compliments, awards or other forms of positive feedback? How did you handle the situation?

21. Can you give me an example of when you did more than your job/assignment required?

22. Tell me about your biggest achievement to date.

23. Have you ever been in an uncertain situation? How did you react? What did you do?

24. Describe a time when you experienced time demands. What techniques did you use to cope?

25. Tell me about a team project you worked on. What worked well? What were the challenges, and how were they handled?

26. Tell me about a time when you did not agree with a decision the group was making. What did you do?

27. Describe a situation when you helped a fellow student/co-worker. What did you do?

28. Tell me about a time when you have had difficulty communicating with someone. How did you handle it?

29. Have you ever initiated anything? What did you do and what was the result?

INAPPROPRIATE QUESTIONS

30. Do you have any religious restrictions that would prevent you from working on weekends?

31. That is an interesting accent, what country are you from?

32. Are you married?

33. Have you ever been arrested?