



## PRACTICE INTERVIEW QUESTIONS

**Questions for today:** Ask your partner each of the following questions:

1. Tell me about yourself...
2. What did you like most about your last job? How about the least?
3. Why did you leave your last job?
4. Tell me about a time when you had to deal with a conflict at work?
5. What is your greatest accomplishment?
6. What is your greatest weakness?
7. Why should we hire you?
8. Do you have any questions for me?

### More questions to consider...

Interviewing, like any skill, gets better the more we practice it. Following is a list of some more common and challenging interview questions. On your own time, try writing out some possible answers to figure out the best response that works specifically for you. Then practice these questions with a friend, family member or someone else:

1. Tell me about a time when you went above and beyond your job description...
2. Describe your worst boss...
3. What are your career plans / where do you see yourself in five years?
4. Why do you want this job/ why do you want to work for us?
5. If you were a wild animal, which one would you be?
6. What special skills do you have?
7. Do you prefer to work with or without supervision?
8. What have you learned from some of your past jobs?
9. What do you want most in a job?
10. Describe a time when you worked well with others...
11. Tell me about something you learned in the past 6 months...
12. How important is it to you to be perceived as a team member and why?
13. How do you handle stress?
14. How many days of work did you miss at your last job?

# EMPLOYMENT FIRST

## QUESTIONS TO ASK EMPLOYERS

Interviewing is a two-way street! Be sure to have some prepared questions for the interviewer beyond just asking about the salary, benefits, time off and so on... When you ask interesting questions, this shows that you care about the job itself, not just what you will get out of it.

### **Fact-Finding Questions – Learn more about the job and the company:**

- What kind of training programs do you offer?
- Is this position new or am I replacing someone?
- What are your current priorities for the position?
- Whom does this position report to?
- What are the typical duties/ what does a normal day look like?
- How would you describe the company culture?
- What do you love about working here?

★ Be sure to ask the interviewer about his or her experiences at the company – this can be one of your biggest windows into the job!

### **Opportunity Questions – Showing interest in a career makes you look like a stronger candidate:**

- What are the career paths or opportunities for advancement?
- What are the challenges facing this company?
- What advice do you give to someone who is interested in this company?
- Does your company believe in promoting from within?

★ This last question shows that you have a long-term interest in the job. Even if you don't plan on making a career of this job, employers generally want to hire someone who will be with them for some time.

### **Competition Questions – Find out more about their hiring process to improve your chances:**

- What kind of person are you looking to hire?
- What are the next steps in the hiring process?
- Can I contact you in a few days to see where you are in the process?
- Do you have many more interviews?
- How big of a response did you get / do you have many candidates interested in the job?
- When do you expect to make a decision?
- Are there any concerns that you have about me or my experience?

★ This final question gives you an opportunity to re-direct an objection – a strong closing technique!

### **Hidden Situations – Root out the difficult environments before you take the job:**

- What is the biggest challenge in this job?
- Has the job been open for long?
- How would you describe your management style?
- How is your turnover rate?

★ Be sure to ask about staff turnover. While they won't tell you directly, if they answer "Well, we had some people who weren't the right fit," this is an indication of a high turnover rate – and a rough work environment.