

Typical Face-to-Face Interview Questions

As you prepare for your interview, go through the following questions and think of how you might answer some of these questions. However, don't recite "rehearsed" answers at the interview!

Tell me about yourself.

What are your strengths? Weaknesses?

What do you think you can offer this company/position?

How do you think your previous employment relates to this position?

What did you like most about your last job? Least?

What kind of supervision do you prefer?

Why do you want to work for this company?

Why do you think you would be successful in this job?

Give an example of when you were creative.

How would you describe yourself?

What will your references say about you?

Would your last employer rehire you? Why or why not?

Why do you want this job?

Why should I hire you?

What accomplishments in your life are you most proud of?

Give an example of a problem in your life and tell how you handled it.

Behavioral Interviews

There are several interviewing techniques used to learn about a candidate's background and experience. Most interviewers tend to use the traditional methods of asking for factual information. For example, "Tell me about your customer service experience" is a traditional question designed to obtain factual information.

Behavioral interviewing is another method which is becoming more common. "The (behavioral) interview is based on a line of questioning that elicits information about your actual behavior in a variety of real-life or hypothetical circumstances. More emphasis rests on your accomplishments and abilities than on the basics of your job duties or opinions."

"...Behavior based questions require you to give evidence of your skills, experience and personal qualities, not just talk in generalities."*

The behavioral interview approach to the question above might be, "A good customer of your company is threatening to take her business elsewhere because she was treated rudely by someone in the shipping department. What would you do to keep her business? Here, you have to describe more than general customer services skills. You need to relate how you would use those skills in this situation. It's best to relate a similar actual experience you've had and how you handled it. There's no way to "rehearse" your answers, so focus on the positive outcomes.

* From *The Unofficial Guide to Acing the Interview*, by Michelle Tullier.