

# Career Center

## Sample Interview Questions

- Tell me about yourself.
- Why are you interested in this position/industry/company?
- Give me an example of a time you've done more than what was required.
- Give me an example of a time where you had to deal with an ethical dilemma, or were faced with a situation that had ethical implications and challenges.
- Give an example of a good decision you've made recently. What alternatives did you consider? Why was it a good decision?
- Can you give me an example of a time you were able to identify a small problem and fix it before it became a major problem?
- Tell me about a time that you saw something happen that you know was wrong. What did you do?
- Interacting with others can be challenging at times. Describe a specific situation in which you had the greatest difficulty getting along with peers, team members or others at work. How did you handle the situation?
- When have you inspired someone to work hard or do a good job? How did you do that?
- Have you ever been in a situation in which you were able to anticipate the need for a new approach? What did you do about it?

## Sample Questions to Ask Employers

- What motivates you in your work here at \_\_\_\_\_ ?
- How would you describe communication with leadership within the organization? Are entry-level employees encouraged to interact with leadership or only through defined channels?
- How does your organization show that it values its employees?
- What are the company's strengths and weaknesses when compared to other companies in the market?
- How will my work be measured and evaluated? How often will this take place?
- How have other entry level employees (or interns) significantly contributed to your organization?

## More Sample Interview Questions

- What is one of the most difficult writing assignments you've had? Explain.
- Tell me about one or two presentations that you've given to your superiors or peers.
- Have you ever communicated in a high stakes situation? What happened?
- Give me an example of how you successfully handle multiple demands.
- Tell me about a time when you had to do something different than you expected, planned or usually do. What was it? What did you do?
- Tell me about a time when you were accountable for the completion and success of a very important task. How satisfied/dissatisfied were you with that? Why?
- Tell me about a time when you had difficult goals in your work. How satisfied/dissatisfied were you with that? Why?
- Tell me about a time when you worked on a low-profile assignment for which you did not receive a lot of attention from others. How satisfied/dissatisfied were you with that? Why?
- How do you decide what gets top priority when scheduling your time?
- What do you do when your schedule is suddenly interrupted? Give me an example.
- Tell me about a time when you had to request help or assistance on a project because it turned out to be more than you could handle by yourself?
- What is the most difficult business decision you have had to make? What factors did you consider when making that decision?