

TOP JOB INTERVIEW QUESTIONS

Here is a detailed list of top interview questions for you to review. When you come across questions that you “hope you are never asked” – highlight these so you can research and brainstorm on your responses. This will help you to feel confident, prepared and excited for your interviews!

1. Why do you want to work for us?
2. How do you feel you can help our company/organization?
3. If you were choosing someone for this job, what kind of person would you select?
4. If you could have your choice of any job, what would you do?
5. Why do you want to go into the _____ field?
6. If you feel you have any weakness with regard to this job, what would it be?
7. What do you expect in this job that you were not getting in your past jobs?
8. What does your spouse think about the kind of work you do? How about this job?
9. How do you feel about evening work?
10. Assuming we make you an offer, what do you see as your future?
11. How would you handle this problem? (After interviewer describes problem)
12. Are you considering other positions at this time? How does this one compare with them?
13. Why did you leave your last job?
14. How long have you been out of work?
15. What have you been doing since you left your last job?
16. How did you like working at _____ company? Why?
17. What are your short range/long range goals? How do you expect to meet them?
18. What does success mean to you? How do you judge it?

19. What are the things that motivate you?
20. Do you plan to get further education, degrees?
21. What have you done to improve yourself during the last year?
22. How do you spend your spare time?
23. Tell me about your health.
24. If you could relive your last 15 years, what changes would you make?
25. Tell me about your greatest achievement / disappointment in life.
26. What are some of your weaknesses?
27. What did you like best/least about your last job?
28. In your last job, how much of the work did you do on your own, and how much as part of a team? Which did you enjoy more?
29. What are some of the more difficult problems you encountered in your past jobs? How did you solve them?
30. Did you ever make any suggestions to management? What happened?
31. What do you think management could do to make you function more effectively as an employee?
32. What has kept you from progressing as fast as you would have liked?
33. Tell me about your family.
34. What does your husband/wife do?
35. What else do you think I should know about you?
36. Tell me about the best/worst boss you ever had.
37. Everybody likes to criticize. What do people criticize about you?
38. Everybody has pet peeves. What are yours?
39. What is your leadership style?

40. Are you geographically mobile, either now, or in the future?
41. Isn't this a career switch?
42. Do you think your education qualifies you for this position? (When applicant does not have a degree.)
43. You don't have the experience/background for this position. How could you handle it?
44. We were thinking of an older/younger person for this job.
45. You are overqualified for this position, aren't you?
46. Salary questions, early in the interview:
 - What are your financial needs?
 - What is the minimum salary you would accept?
 - What is your salary history?
47. Are there any questions you would like to ask about the job/company?
48. We have all the information we need. We'll be in touch with you.
49. We don't feel that you have what we are looking for.
50. Tell me about yourself.
51. How long have you been looking for a new position?
52. Why are you considering leaving your current position?
53. What did you wish to accomplish in your current job but were unable to do? Why?
54. What will your current supervisor say about your performance (or most recent past supervisor)?
55. What will your colleagues say about you?
56. How would your subordinates describe you?
57. What did your most recent performance appraisal say about the quality of your performance?
58. Have you ever been fired or resigned from a position?

59. What is the greatest value you bring to this organization?
60. What are your immediate, 5-year and 10-year goals?
61. Define your leadership and management style?
62. Define your decision-making style?
63. Define your success in problem solving?
64. Tell me about your communication skills?
65. Tell me about your negotiation skills?
66. What systems and software do you know?
67. What are the greatest contributors to your success?
68. How do you deal with stressful situations? (Describe a highly stressful situation you experienced at work within the past 12 months and how you handled it.)
69. What is the #1 achievement of your career?
70. What are the top 5 contributions you have made during your career?
71. What are your greatest strengths?
72. What are your limitations?
73. What motivates you to perform and excel?
74. Do you consider yourself a leader or a follower?
75. Are you a risk taker?
76. How do you determine or evaluate success?
77. What is the worst mistake you ever made on the job and how did you remedy the situation?
78. What have you learned from your mistakes?
79. If you could change something about your life, what would it be and why?

80. What are your views on continuing education? For yourself? For your employees?
81. Who was your most valuable mentor and why?
82. When you are hiring, what do you look for as the most important attribute in a candidate?
83. Have you ever had a supervisor you did not get along with and how did you manage the relationship?
84. Have you ever had to fire someone for poor performance? How did you manage the situation?
85. What are you looking for in a new opportunity?
86. How would you describe your ideal position?
87. What other positions are you interviewing for?
88. Is job security a prime consideration for you?
89. How long do you expect to stay with our company?
90. Suppose that we were to offer you the position of President of TTT. If you could have only two other executives working with you to build this company, what would those individuals be responsible for and why?
91. What will you bring to this position that another candidate will not?
92. Are you willing to travel? How often?
93. What is your expectation for number of hours to be worked each week?
94. Why are you interested in our company?
95. What type of person would you hire for this position?
96. Why should we hire you?
97. What are your compensation requirements?