

# Interview Questions

## **FEELINGS ABOUT THEIR JOB**

1. How do you like your present job?
2. What are some of the problems you encounter doing your job? Which frustrate you the most? What do you do about them?
3. How would you characterize the progress you have made at your present company?
4. In what ways has your present job developed you to take on even greater responsibility?
5. What would you say was the most (or least) promising job you ever had, and what are your reasons for feeling this way?
6. What has been your disappointment in your present job; why do you feel this way?
7. What were the reasons for leaving your last job? (Always look for more than one reason for a voluntary resignation.)
8. What is your general impression of the company for which you last worked?
9. What were some things you particularly liked about your last job?
10. Most jobs have pluses and minuses -- what were some of the minuses in your last job?
11. Do you consider your progress on the job representative of your ability, and why?
12. Where would you rank this job with other jobs you have held? What are some of your reasons for ranking it so?
13. How many hours do you feel a person should devote to his job?
14. What do you consider a satisfactory attendance record?

# Interview Questions

## **FEELINGS ABOUT PEOPLE**

1. What kind of person is your supervisor?
2. What are some of the things about which you and your supervisor disagree?
3. What do you feel were (or are) your supervisor's greatest strengths?
4. In what areas do you feel your supervisor could have done an even better job?
5. How would you say to others in the department, how you were treated by your supervisor?
6. In what ways did your supervisor help you to further develop your capabilities?
7. What are some of the things your boss did that you particularly liked or disliked?
8. How would your supervisor rate you job performance? What evidence do you have to support this conclusion?
9. What did he/she feel you did particularly well? What were his/her major criticisms of your work? How do you feel about those criticisms?
10. What kind of people do you like to work with? What kind of people do you find it most difficult to work with? How have you successfully worked with this type of person?

# Interview Questions

## **Job Objectives:**

1. What are four things in a job that are most important to you and why?
2. What are the things you would like to avoid in a job and why?
3. What do you want from your next job that you are not getting from your present job?
4. What is your overall career objective? What are some of the things, outside your job, that you have done, or that you plan to do, that will assist you in reaching this objective?
5. What kind of a position would you expect to progress to in five years? Ten years?
6. What are your current salary expectations? How have you arrived at this figure? What would you consider satisfactory salary progression from this point?

# Interview Questions

## **Applicant's Regard Of Self:**

1. What adjectives would you use to describe yourself?
2. What makes you special? What personal characteristics make you successful?
3. What personality traits would you most like to overcome, and why?
4. Are there certain things you feel more confident doing than others? What are they and why do you feel the way you do?
5. What four things motivate you most in life?

## **Questions To Test Skills of Sales Applicants**

1. What would you say if a customer says "Your price is too high."?
2. What would you say if a customer says, "I am satisfied with my present supplier."?
3. What would you say if a customer says, "We don't need that high a quality."?
4. Who has been the most interesting client or customer so far in your career?