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THE INTERVIEW PROCESS CAN BE THE MOST DIFFICULT PART OF OBTAINING EMPLOYMENT. HERE ARE SOME QUESTIONS TO CONSIDER & ANSWER IN ADVANCE. BE PREPARED TO SPEAK WITH CONFIDENCE WHILE IN YOUR INTERVIEW.

NAME:

DATE:

IF YOU HAD ONLY ONE WORD TO DESCRIBE YOURSELF, WHAT WOULD IT BE?

WHAT IS ONE ACCOMPLISHMENT YOU ARE MOST PROUD OF? WHY?

WHEN HAVE YOU FAILED? DESCRIBE WHAT HAPPENED AND WHAT YOU LEARNED FROM IT.

WHAT IS ONE THING YOU WOULD LIKE TO DO BETTER? WHAT IS YOUR PLAN FOR IMPROVING?

IF YOU WERE LIMITED TO JUST ONE PERSON TO GET ADVICE AND HELP FROM, WHICH PERSON WOULD YOU CHOOSE AND WHY?

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DESCRIBE A TIME WHEN YOU WERE ASKED TO DO SOMETHING YOU WEREN'T TRAINED TO DO. HOW DID YOU HANDLE IT?

WHAT WILL MAKE YOU LOVE COMING TO WORK EVERY DAY?

WHAT IS THERE ABOUT THIS OPPORTUNITY THAT MOST EXCITES YOU?

WHAT IS YOUR GREATEST FEAR ABOUT THIS OPPORTUNITY?

WHAT WOULD YOU DO IF MANAGEMENT MADE A DECISION YOU DIDN'T AGREE WITH?

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WHAT DO YOU THINK ARE THE MOST IMPORTANT ATTRIBUTES OF SUCCESSFUL PEOPLE? HOW DO YOU RATE YOURSELF IN THOSE AREAS?

WHAT WOULD YOU DO IF YOU MADE AN IMPORTANT DECISION AT WORK AND A CO-WORKER CHALLENGED IT?

DESCRIBE A CHALLENGING ISSUE YOU FACED AT WORK OR IN YOUR LIFE. HOW DID YOU RESOLVE IT? WHAT WERE THE RESULTS?