

# REAL INTERVIEW QUESTIONS

Types of Questions: Before the Interview, General, Teachers, Nurses, Illegal, Questions from you, to yourself, The Second Interview & Follow-Up, Case Interviews.

**YOU ARE HIRED ON YOUR ANSWERS \* NOT ON YOUR RESUME.**

Be sure to check out specific questions related to your field on the Internet or through the Career Development Office.

Research the company: [www.google.com](http://www.google.com) and type in company name.

Where is it located?

Size?

What are their products/services?

Who is their market?

How is it structured?

What is its history?

Have there been any recent changes or new developments?

Do you know anyone working there?

Can you get a copy of the job description?

Do they have brochures?

## The First Interview

General Questions: NO! Don't worry! They WON'T ask ALL of these! Tell me about yourself? (Keep it work oriented.) Use your Summary of Qualifications.

What can I do for you today? (Keep cool. They know you are there for an interview!)

What are your strengths? ...weaknesses? (Pick one not central to job and how you are overcoming it.)

Why do you want to work for our company?

What research have you done on our company?

What do you know about us? About our industry/field?

Which courses did you like best? Why? Which courses did you like least?

Why? Why do you want to be a\_\_\_\_\_?

Tell me about your education? (Relate answers to how it can help their company.)

Give us an actual example of when you showed leadership/initiative?

How do others describe you?

How do you think you will fit in with this organization? Why?

Do you have any questions for us?

***NEVER ASK WHAT YOU SHOULD HAVE LEARNED BY RESEARCHING THEM! You MUST, MUST, MUST know enough about them to be able to ask them questions! See above for research tips.***

What would you like us to learn from you?  
What problems do you think you will have in this job?  
What do you see yourself doing in 5 years?  
Are you willing to relocate? ...work overtime? ...travel? ...take additional training?  
Many people want their work to be challenging. Can you define what “challenging” means to you?  
Define cooperation.  
Define success.  
How do you handle last minute jobs?  
What things annoy you most in your work day?  
How do you handle stress?  
Tell us about a time you had to:  
...deal with a difficult person? Situation?  
...make an unpopular decision?  
...overcome an obstacle?  
...persuade others to follow your ideas?  
...show creativity in problem solving?  
What was the single most important happening in your life so far and why?  
What makes you think you will be successful in this work?  
What other talents and interests do you have that have not been involved in your studies and are there any ways you might be able to put these to good use in our company in the future?  
Given complete freedom, what would you really like to do?  
Describe a project you undertook and tell me what you learned from it about your own performance?  
Suppose you are in your earliest supervisory assignment, when your bosses are out of town and suddenly your crew mutinies. What do you do?  
What do you do with your spare time?  
How would you react to having to obey instructions to the letter?  
What aspect of your college years has been the most difficult and why?  
Describe your working style.  
Describe to me an occasion when you had a decision to make, and having made it, found out later that it was a bad decision. What did you learn from that experience?  
How do you feel about shift work?  
Do you prefer to work alone or in a group?  
Give an actual example of how have you demonstrated the skills required in this position?  
We are interviewing a number of people. What can you offer us that makes you unique?  
What motivates you?  
What did you learn from your extra curricular activities? From previous jobs?  
What types of jobs have you held? Companies are impressed with people who worked their way through college. Try to mention the relative skills from these McJobs.

Do you prefer any particular geographic area? Why?

Give us an example to a work situation where you felt you did not succeed. What did you learn?

What is your sense of humor like?

## Illegal Questions:

The interviewer may not be aware their question is illegal. Don't panic. Don't be confrontational. You can answer if you wish. That is your choice. Just figure out what they really want to know. What is the intent? Answer the intent.

Illegal: Do you have children? Do you plan to have a family? When?

Illegal: What is your marital status? Who do you live with?

Illegal: What are your child care arrangements?

Illegal: Is your spouse subject to transfer?

Illegal: What religious holidays will you be unable to work?

**Legal:** Would you be willing to relocate? Travel? Work overtime?

*Good answer: "If you are worried about overtime or my availability to travel, my family life has never interfered with my ability to do my job."*

Illegal: How old are you?

**Legal:** Are you over the age of 18?

*Good Answer: I am legally able to perform this job. Are you concerned I may not be experienced enough for this job?*

Illegal: Were you born in USA? Are you a US citizen? Where were your parents born? What is your "native tongue."? Where did you learn to speak English?

**Legal:** Are you authorized to work in the US?

*Good answer: I am authorized to work in this country....or ....How would that relate to working for your company?*

Illegal: What clubs or social organizations do you belong to?

**Legal:** Do you belong to any trade or professional groups or other organizations that would be relevant to your working in this job?

Illegal: Do you have any disabilities?

Illegal: Please complete this medical history.

Illegal: What illnesses or operations have you had?

Illegal: What was the date of your last physical?

Illegal: How's your families' health?

Illegal: When did you become disabled?

Illegal: Tell me about the health problems you have had in the past.

**Legal:** Are you able to perform the functions of this job with or without reasonable accommodations?

Illegal: Have you ever been arrested?

**Legal:** Have you ever been convicted of \_\_\_? Crime needs to be reasonably related to performance of job.

Illegal: If you were in the military, were you honorably discharged?

Legal: Which branch of the military were you in? What type of training or education did you receive in the military?

*Note: Do not send photos with applications or resumes*

**Salary Questions** - check jobweb.com. What kind of salary are you looking for? ...benefits?

Good answer: According to Career Services, or wherever you researched, statistics show that most \_\_\_\_ start around \$\_\_\_\_ per year. I would like to earn close to the top of that range based on my experience in\_\_\_\_\_. And, of course, I am interested in what opportunities the position offers for the future.

## Questions for you to ask prospective employer

RESEARCH THE COMPANY FIRST!

What are the major responsibilities for this particular position?

Are you expecting any changes in the responsibilities of this job?

What personal qualities do you look for in a successful candidate?

What would be the greatest challenges for the new person in this position?

What are the future growth prospects and expansion plans for this company that would effect this position?

Why is this position open?

Who would my supervisor be?

How would my work be evaluated?

What are the advancement possibilities within this organization?

What type of employee training program do you have?

When can I expect to know your decision?

## The Second Interview

The second interview is more specific. You are expected to be more prepared, bringing ideas for solutions and more of your own questions.

Do you know someone who has experienced a second interview?

Ask them: What advice can they give you for preparing for the second interview?

What surprised them in the second interview?

What would they do differently if they had the opportunity?

How did the second interview differ from the first?

## Questions for you to ask the prospective employer during the second interview:

Could you clarify what the initial assignment might be?

What types of performance appraisals do you use?

When are salary reviews scheduled and what are they based on?

How do you describe the company's working environment and style?

Have you had layoffs or cost-reduction programs recently? Why? Do you help employees locate other jobs?

What are the transfer possibilities?

Where did you hire your graduates from over the last few years?  
What are your policies concerning benefits?  
Do you have a tuition plan?  
Is there a relocation reimbursement plan?

## **After the Interview - questions to ask YOURSELF**

Do you really want to work with these people?  
Do they seem efficient, honest, organized?  
Are you afraid to take the job because of the risk?  
Do you see yourself working with these people several years from now?  
Do the employees you met seem energized or lethargic? Is the salary scale competitive?  
Is the company sound?  
Would you feel proud to work here?  
Do you like the working environment?  
Did they answer your questions in a forthright manner?  
Do you like the surrounding community?  
Does the job and the company fit in with your interests and your life style?  
Are you considering the job because you are panicking?

*NOTE: We are always looking for new "Interview Questions" \* good, silly and outrageous. Please share your experiences.*

## **Nursing Interview Questions**

Castleton Career Development Prepares Nurses for the Job Search  
Resume Writing Clinics \* to be scheduled shortly. Tips on our new format:  
Albany, Dartmouth, Glens Falls and Rutland Regional like the new format.  
Northeastern prefers traditional format.  
Each hospital has different requirements which could include: Completed application, unofficial transcript, then official one after commencement, 2 letters of reference from professors or employer supervisor, clinical instructors.

**Key Questions:** They want to know how you problem solve.  
When was the last time you broke the rules and how did you do it?  
What have you done that was innovative?  
What type of approach to problem solving works best for you?  
Describe a time of conflict you had with a classmate, team-mate or physician and how did you handle it?  
Given a clinical scenario, how do you assess and act on a patient's changing condition?  
Some discussion will center on academics, but don't get crazy about this part. They will explore whether you had worked on a project in a leadership capacity and if so, what were the barriers involved with the project. If you were not the leader of the project, they will ask you to tell them about the environment - was it a team environment? If so, what would your team members say about you?

During clinicals, did you experience a difficult patient assessment? Discuss it. They are impressed by people who worked while attending school. They will want to know how you managed your time.

What procedures have you assisted with or witnessed?

How many patients do you think you can handle comfortably?

Are you comfortable with central lines?

Are you comfortable with your skill level?

What are your plans for furthering your education? (Some have tuition reimbursement and Bachelor and Master program affiliations.)

## **CASE Interview Questions**

A word problem based upon a real-life or simulated situation.

Tests your analytical abilities.

Types of Questions: Market Sizing, Brain Teasers, Management

Questions Market Sizing: How many diapers are sold in the US?

Brain Teasers: Why are manhole covers round?

Business Operations: How would you market a new natural cereal?