



## Sample Interview Questions and Answers

Job interviews are always stressful - even for job seekers who have gone on countless interviews. The best way to reduce the stress is to be prepared. Take the time to review the common interview questions you will most likely be asked. Also review sample answers to these typical interview questions.

Then take the time to research the company and to prepare for an interview. This way, you will be ready with knowledgeable answers for the job interview questions that specifically relate to the company you are interviewing with.

### Interview Questions: Work History

**Q:** What major challenges and problems did you face? How did you handle them?

**A:** During a difficult financial period, I was able to satisfactorily negotiate repayment schedules with multiple vendors.

**Q:** Why are you leaving your job? **A:** I am interested in a new challenge and an opportunity to use my technical skills and experience in a different capacity than I have in the past.

Remember Regardless of why you left, don't speak badly about your previous employer.

### Job Interview Questions about You

**Q:** How would you describe yourself? **A:** I enjoy solving problems, troubleshooting issues, and coming up with solutions in a timely manner.

**Q:** Tell me about yourself. **A:** Prepare ahead of time by developing your own personal branding statement that clearly tells who you are, your major strength and the clear benefit that your employer received. The advantages of this approach are that you'll quickly gain their attention and interest them in knowing more. You'll separate yourself from your competitors. You'll also have a higher chance of being positively remembered and hired.

*Find Your Unique Selling Proposition (USP), Be Specific, Be Prepared!*

### Job Interview Questions about the New Job and the Company

**Q:** What interests you about this job? **A:** The best way to respond is to describe the qualifications listed in the job posting, and then connect them to your skills and experience.

**Q:** Is there anything I haven't told you about the job or company that you would like to know? **A:** What is the company's management style? Who does this position report to? If I am offered the position, can I meet him/her? How many people work in this office/department?

### Interview Questions: The Future

**Q:** What are you looking for in your next job? What is important to you? **A:** First, the interviewer wants to know whether your goals are a match for the companies needs. Then with this: Two things are very important to me. One is my professionalism at work; the second is my family life.

**Q:** What are your goals for the next five years / ten years? **A:** My long-term goals involve growing with a company where I can continue to learn, take on additional responsibilities, and contribute as much of value as I can. *OR* I see myself as a top performing employee in a well-established organization, like this one. I plan on enhancing my skills and continuing my involvement in (related) professional associations.

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