

Possible Interview Questions

By thinking about the questions you may be asked and preparing what you would say, you will sound more confident in your answers. If you need to think on the spot, you may well go 'blank', forget important information you really wanted to tell the employer. Think how you would answer the following questions, use the boxes to make notes. Remember to stay positive, stay away from negative statements about employers, ex colleagues etc, Try to find something positive to say in each situation.

About the Company:

- "Tell me what do you know about us"?
- "What interested you about this role?"
- "Why do you want to work for our company?"

About you:

- "Tell me about yourself"
- "How would your colleagues describe you?"
- "What have you been doing since your last job?"
- "What motivates you?"

About Your Skills:

- “What are your key strengths and weaknesses?”
- “How do you cope under pressure?”

About your last position:

- “What did you like most/least about your last job?”
- “Why did you leave your last position?”
- “What do you think about your previous employer?”

About the position you are applying for:

- “Why do you want this job?”
- “Why should we offer you the position?”
- “What do you know about the position you are applying for?”

About your goals and ambitions:

- “What are your long-term career objectives?”
- “What do you look for in a job?”

About your achievements:

- “What do you consider to be your biggest achievement to date?”

Scenario Questions

You may also be asked scenario questions, remember the STAR technique, try to think of an example for each of the following, state where you were able to demonstrate key skills, including being a good team member, using good communication skills, solving problems, providing good customer service:

Tell me about a time when you had to make a complaint:

Situation:
Tasks:
Actions:
Result:

Tell me about a time when you had to work to a target:

Situation:
Tasks:
Actions:
Result:

Tell me about a time when you were under pressure:

Situation:
Tasks:
Actions:
Result:

Tell me about a time when you were asked to supply sensitive information:

Situation:

Tasks:

Actions:

Result: