

# Common Interview Questions and Question Types



## Common Interview Questions

### General:

- Tell me about yourself.
- What is your major strength/weakness?
- What do you know about this organization?
- Why do you want to work for this company?
- Why should we hire you?
- How does this job fit in with your overall career goals?

### Leadership

- Give me an example of a time when you showed initiative and took the lead.
- As a team leader, how can you motivate a colleague/classmate who is not interested in working? What can be done to get him/her to contribute to the goal?
- How do you keep each member of the team involved and motivated, while keeping morale high? What steps do you need to take to achieve this?

### Teamwork

- Tell me about a time when you worked as part of a group or team that you considered to be very effective. What was the task or job the team was to do and why did the team work well together? What was the most important thing you learned as a result of being part of that team?
- Consider a situation where you and a co-worker are jointly working on a project. You divided up work in a manner you both agreed to. However, your co-worker fails to do his or her share of the work. What would you do?

### Communication

- Tell me about a time when you had to use your communication skills in order to get across an important point.
- Give me an example of when you had to present complex information in a simplified manner in order to explain it to someone.

### Analytical/Problem Solving

- Can you tell me about a time when you discovered a more efficient way to do a work task?
- Can you tell me about a situation where your analysis of a problem was deemed to be incorrect? What would you have done differently?

### Initiative

- Tell me about a time when you took the initiative to come up with an innovative solution to a challenge your company or class was facing. What was the challenge? What role did you and others play?
- Tell me about a time when you had to go above and beyond the call of duty in order to get a job done.
- Tell me about a time when you anticipated problems and developed preventative measures.

### Planning and Organizational/Time Management

- When there is too much work to be completed in one day how do you prioritize your tasks?
- Tell me about a situation where you were presented with a deadline for completing a piece of work that you felt was not doable in the time allowed, given the volume of previous work you had already been assigned?
- Tell me about a time when you had to meet swift deadline.

## Types of Interview Questions

### Behavioral

Behavioral job interview questions are commonly employed by all types of companies. This is your classic interview in which an interviewer asks you questions about your previous experience and you respond. The types of questions you will likely be asked will be seeking concrete examples of skills and experiences that relate directly to the position. The interviewer will ask how you handled a situation, and you will need to respond with an explanation of what you did in a previous role. The logic is that your success in the past is a positive indicator of your success in the future.

### Scenario/ Situational

Like a behavioral interview, during a situational interview you are asked specific questions about what may happen on a job. An interviewer will offer you a hypothetical situation and ask how you would react should this situation arise in the workplace. In many cases, situation-based interview questions involve problem solving and handling difficult issues and circumstances in the workplace. You can share some details about how you anticipate you would respond to the situation, but the best answers to situational interview questions provide concrete examples of how you handled a similar situation on a previous job.

### Portfolio Based

These are common in creative, media and communications sectors where candidates are asked to bring a portfolio of work to the interview. Your portfolio should include positive examples and that support relevant skills and achievements. Interviewers will expect an in-depth discussion about pieces you have chosen to include as they are looking for clarification, insight and knowledge of tools/techniques/software.

### Technical

Used by hiring managers to evaluate how you approach real-world problems, how you problem-solve, and the depth and breadth of your knowledge on the skills you're being hired for. It can consist of coding challenges, word problems, peer discussions, puzzles and brain teasers. Interviewers are most interested in your thought process and logic and though it's less technical it is more competitive.

### Case Study

These interviews ask you to go through particular business scenarios, (common for consulting and investment banking) and can be written, verbal or role play. Prepare by understanding and researching various frameworks as interviewers are assessing for things like logic, thought process, ability to think on your feet and as part of a team, problem solving skills, ability to synthesize information and work with facts as well as many other skills.