TOP 5 MOST COMMONLY ASKED QUESTIONS

1. Tell me about yourself

This question is often used by the interviewer to help break the ice. It is your first chance to sell yourself by providing a succinct summary of your career background, skills, and interests – it’s not a narration of your complete resume. You have the opportunity to build a connection between you and the interviewer by showing your enthusiasm and interest in the company and demonstrate the match between you and the position you are interviewing for. Don’t dwell on details. Stay concise. Stay within 1.5 minutes.

2. What are your major strengths/weaknesses?

Focus on 3-4 strengths and begin by stating them all specifically first; then support each one with examples. Your examples should be based on experience, not generic. Choose those strengths which are needed in the position for which you are interviewing.

Regardless of weaknesses, keep your answer short. Your examples should be business related, honest, and correctable. Use an example to show how you’ve corrected it or are making progress correcting it. If possible, use a weakness that is not important for the position you are interviewing for.

3. Where do you see yourself in 5 years from now (short/long term career goals question)?

One reason for asking this question is to determine if you have a career path in mind. If you say you have not given any thought to your future, you are telling the interviewer you lack direction and are only looking for a job instead of a career. As you evaluate your five-year plan, think in terms of skills you want to acquire and expand, rather than in terms of positions or titles.

4. Why are you interested in our organization/this role specifically?

5. What kind of supervisor do you work best for? What is your leadership style (if it is a leadership position or a position which requires leadership skills)?

EDUCATION

- Why did you choose to pursue a MBA?
- Why did you choose to concentrate in ____________?
- What subjects do you enjoy the most in school? The least? Why?
- What activities during your MBA do/did you enjoy most? What activities are the most challenging for you?
- What leadership positions have you held?

WORK EXPERIENCE

- Why do you start a career as a _________ / a career in ________?
- What were your major achievements in each of your past jobs?

Tie your answer to measurable, job-related achievements and include your talents and skills in your response. Try to include at least one story or example that exemplifies your accomplishments. If you choose to include a personal accomplishment, be sure it reflects traits that would be valuable in the workplace.
- What were your major learnings in each of your past jobs?
• What functions did you/do you enjoy doing the most?
• What did you/do you like about your boss? Dislike?
• What was the reason for your job/industry change from ___________ to ___________?
• Which job did you enjoy the most? Why?
  Alternative: Describe your perfect job.
  Be honest, but make sure the job you describe is similar to the job for which you are applying. Take this opportunity to highlight your pertinent skills and interpersonal traits. Demonstrate enthusiasm for your work and commit to the field. Include not just what would be ideal for you, but how you could make a contribution to the organization.
• Which job did you enjoy the least? Why?

**CAREER GOALS**

• Why do you want to join our organization? What do you like about us?
• What attracts you to this industry?
• Why are you interested in this specific position?
• Why do you think you are qualified for this position?
• Why should we hire you?
• What are your overall career goals?
• What do you want to be doing five years from now?
• What other types of jobs are you considering? Companies?
• When will you be ready to begin work?
• How do you feel about relocating, traveling, working overtime, and spending weekends in the office?

**PERSONALITY & OTHER CONCERNS**

• Tell me about yourself.
• What do you think you still would need to learn to be successful in this job?
• What are your major weaknesses? Your major strengths?
• What causes you to lose your temper?
• How well do you work under pressure? In meeting deadlines?
  This is a typical behavioral question which focuses on how you remain calm and effective under pressure. Understanding the corporate culture and values is key in answering this question. Give a specific example of how you manage stressful situations.
• What do you do in your spare time? Any hobbies?
• What types of books do you read?
• What kind of supervisor do you work best for? Provide examples.
• What types of people do you prefer working with?
• What motivates/demotivates you?
• How ________________ (creative, analytical, tactful, etc.) are you?
• If you could change your life, what would you do differently?
• What else do you want us to know what is not written on your resume?
• I found your LinkedIn profile to be quite interesting. Tell me, what did you think of my LinkedIn profile?

**PREPARE FOR OBJECTIONS & NEGATIVES**

The following are questions that interviewers may not pose, but do consider. It is important that you relay your interest in the position and the company with all of your answers so that these questions are answered in a positive manner, without needing to be verbalized.

• Why should I hire you?
• What do you really want?
• What can you really do for me?
• What are your weaknesses?
• What is difficult for you?