



PRESBYTERIAN COLLEGE

Office of Career Services and Internships

Interview Questions

Typical: *Questions to get general information and assess interest*

Tell me about yourself.

What are your strengths/weaknesses?

Why should I hire you?

What are your career goals and objectives?

What do you know about our organization?

How do you normally handle change?

Describe your greatest achievement, significant failure.

What kind of employee are you?

How do you handle authority?

How do you normally handle criticism?

Why do you want to work for us?

Behavioral: *Past performance is an indicator of future success*

Tell me about a time when you:

Worked effectively under pressure

Missed an obvious solution to a problem

Had to make an important decision with limited information

Tolerated opinions that were different from your own

Had to deal with an irate customer

Prioritized a complex project

Problem Solving: *How does the candidate really think*

1. While interviewer explains scenario, listen
2. Ask clarifying questions
3. Describe how you would gather information to make a decision
4. Discuss how the information would be used to create options
5. Explain the criteria for the final decision

Ask the Interviewer: *To determine if you want the job, what their needs & goals are, create a working relationship*

What are the major responsibilities of the position?

Why is this position open? How often has it been open?

What would you like to see a new person do differently in this job?

How does this position fit into the organization? How would you describe the organizational culture?

How much travel does this position require?

What do people like the most/least about working here?