

How to tackle interview questions

Questions relating to studies

- What led you to choose your degree subject/course?
- What has your course involved? What subjects did you like best/least? Why?
- Do you think your A level results are a fair reflection of your ability?

Questions relating to extra-curricular activities : X

- I see you are interested in reading. What are you reading at the moment and who are your favourite authors?
- Did you enjoy being on the X team or the Y committee?

Questions relating to work experience

- In what part-time or summer job have you been most interested? Why?
- What did your vacation work involve?
- What main challenges did you meet? How did you deal with them?
- What have you learned about yourself from your past work experience?

Questions about personal qualities

- Tell me about yourself X
- How would you describe yourself?
- What do you consider to be your greatest strengths and weaknesses?
- How would your friends describe you?
- Can you work under pressure?
- Do you prefer working alone or with other people?

Questions that draw on all your experience

- How has your university experience prepared you for a career?
- What 2 or 3 accomplishments are you most proud of?
- Why should I appoint you?
- In what ways do you think you can make a contribution to our organisation?

Questions relating to knowledge/understanding of the company and the job? role you have applied for

- What do you know about our organisation?
- Why did you decide to seek a position within our organisation?
- What criteria are you using to evaluate the organisation for which you hope to work?
- What 2-3 things are most important to you in your job?
- Why would you want to be a *blank*? How would you describe the role of a *blank*? How would you define *blank*?
- What qualities/skills do you have which make you suitable for this

Situational Questions

- What major problem have you encountered and how did you deal with it?
- What have you learnt from your mistakes?
- Tell me about a situation where you had to deal with awkward people
- Describe a situation where your work or one of your ideas was criticised
- What would you do if ?

Questions about your career plans

- What are your long term and short term goals and objectives?
- What do you see yourself doing five years from now?
- How will this job fit in with your career plans?

Off-the-wall questions

- What animal do you most identify with? Why?
- If you could be a film star, who would you choose to be? Why?
- If you were Chancellor, what would you put in the budget? Why?
- If I gave you £10,000 to improve yourself what would you spend it on?

Questions for you to ask

You may not always have something to ask - especially if there has been an information session with questions and answers as part of the day. If you feel that all your questions have been answered then say so. It is worth going prepared with some though - write them on a card, it will be fine to have a quick look at them just before you ask.

- Holidays and salary
- Training Career
- Development
- Working conditions