

What Interviewers Want to Know

Most Common Interview Questions:

- Tell me about yourself.
- What are your strengths and weaknesses?
- What do you think you will offer to this company?
- Why did you choose this company?
- How would you describe yourself?
- What accomplishments in life are you most proud of?
- Give an example of a problem in your life and how you handled it.

Possible Interview Questions about:

- Being a good team player
 - Planning and organising your work effectively
 - Good interpersonal communication
 - Coping with change in the workplace
 - Providing effective customer service
- What makes you a good team player?
 - How do you find working in a team?
 - Do you prefer working alone or in a team? Why?
 - What do you dislike about working in a team?
 - What would you do if one of your colleagues was not pulling their weight?
 - Describe your ideal team.
 - Can you give us examples of what you've done to ensure that your role in a team was a positive one?
 - Do you enjoy working with people?
 - How would you describe your relations with others in the workplace?
 - Describe yourself. (Whilst this question does not confine itself to interpersonal communication skills, it does provide an excellent opportunity for you to briefly mention them.)
 - Tell us about a time when you had a disagreement with someone at work. What were the circumstances and how did you deal with it?
 - Can you give us an example of when you had to communicate a complex and sensitive issue? How did you go about it?
 - Describe the colleague with whom you enjoyed working most.
 - How do you deal with an angry person at work?
 - Would you prefer to be seen as a well-liked person or an effective person?
 - Tell us how you go about planning and organising your work schedule.
 - Can you give us an example of when you had to plan and organise an important event or work-related activity? What steps did you take?

- Do you consider yourself a good planner and organiser? Why?
- What do you do when your manager asks you to complete a task but you've already got a very full agenda?
- How do you prioritise your work?
- Describe your approach to planning and organising your work.
- Speak about your childhood defining moments that shaped your ideas
- What got you interested in doing a certain job / career
- Why do you do what you do?
- What motivates you?
- Tell us how you go about planning and organising your work schedule.
- Can you give us an example of when you had to plan and organise an important event or work-related activity? What steps did you take?
- Do you consider yourself a good planner and organiser? Why?
- What do you do when your manager asks you to complete a task but you've already got a very full agenda?
- How do you prioritise your work?
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